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MASSACHUSETTS BOARD OF LIBRARY COMMISSIONERS
648 Beacon Street Boston, MA 02215

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Selected Public Library Statistics

DATA FOR MASSACHUSETTS FY87

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Introduction

The report provides per capita and percentage figures reflecting selected FY87 support and activity indicators for responding public libraries. Data were compiled from the FY88 Library Incentive Grant and FY88 Municipal Equalization Grant Application and the Annual Report Information Survey forms.

With few exceptions, financial, collection, and hours open data are for the twelve month period ending June 30, 1987. Thirteen libraries reported holdings and/or circulation data for another period, most frequently, for calendar year 1986. The work week and full-time equivalents (FTE) data are reported as of July 1, 1987.

The report reflects income data for 332 or 96% of the 347 municipalities with public libraries. Expenditure data and hours open data were received from 326 or 94% of the communities. A total of 329 or 95% of the municipalities supplied holdings, circulation, work week, and staffing data.

For municipalities with more than one independent library receiving public funds, this report reflects the combined levels of library support and activity for all reporting libraries within the community.

ARRANGEMENT OF THE REPORT

The report is arranged in three sections: Summary Tables, Municipal Tables, and the survey forms. Statewide and regional data for selected indicators follow the introduction. The Usage Notes preceding the Summary Tables contain a formula for calculating percentiles not appearing in the Summary Tables.

Section One: Summary Tables

The summary tables display the mean (average), median, and the 10th, 25th, 75th, and 90th percentile values of nine indicators for population groups I through VI. Because of the small number of municipalities in group VI, the percentiles for this group should be considered estimates only.

Means, medians, and percentiles are superfluous for group VII, the three municipalities with populations in excess of 100,000. Data for these municipalities appear in the municipal tables only.

Section Two: Municipal Tables

Data for individual municipalities are arranged in seven population groups based on the 1984 federal population estimates. See the index to determine in which population group a municipality is listed.

INDICATORS OF LIBRARY SUPPORT & ACTIVITY

In addition to 1984 population estimates, 1984 population rank, and regional system affiliation (Central, Eastern, or Western), the following library data appear in this order in the municipal tables:

Total Operating Income Per Capita
Appropriated Municipal Income Per Capita
Total Operating Expenditures Per Capita
Salary Expenditures Per Capita and as a Percent of Total Operating Expenditures
Materials Expenditures Per Capita and as a Percent of Total Operating Expenditures
Holdings Per Capita
Circulation Per Capita
Hours Open in the Winter and Summer
Hours in the Work Week
Full-time Equivalents of Staff

The emphasis of the report is municipal data. Therefore, we ask that the state funds received by libraries that contract with the Board of Library Commissioners to provide regional services be omitted from the report.

These federal and state funds have been included in the report if the library reported them as operating income or expenditures: federal revenue sharing, the Library Incentive Grant, the Municipal Equalization Grant, and the Additional Aid to Public Libraries.

Because all libraries do not have precisely the same sources of income, the **Total Operating Income** data are not comparable in terms of categories of income and access to the income.

The discretion with which trust and/or endowment income may be expended varies widely among libraries depending on the fund restrictions. Some funds, for example, restrict expenditures to materials on a relatively narrow topic. As a result, a library's operating income may appear inflated until selected materials complying with the fund requirements are acquired.

Print and non-print data are combined in the **Holdings** and **Circulation** indicators.

Hours Open, Winter and Summer, displays the number of hours in an average week that the library was open to the public in FY87. Hours for branch libraries are included if they do not overlap main library hours.

Hours in the Work Week, for larger libraries, is the number of hours typically worked per week by a full-time paid staff member; that is, 35 or more. For smaller libraries where no one works 35 hours, the figure is the greatest number of hours worked in a typical week by a paid staff member. Depending on the municipality, that work week may be considered full-time by the municipality, even though it is less than 35 hours.

The full-time equivalents (FTE) reflect paid staff, excluding those paid by state or federally subsidized employment programs. One FTE equals 35 paid staff hours.

LIBRARY INCENTIVE GRANT PROGRAM

The compilation of data for this report may not necessarily correspond to the data used to determine compliance with the requirements of the FY88 Library Incentive Grant Program or FY88 Municipal Equalization Grant Program.

STATEWIDE DATA

Statewide data for selected financial and collection indicators are shown for the last three fiscal years with per capitas based on the population served by the libraries responding each year.

The agency welcomes your comments and suggestions and examples of how the report is being used.

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STATISTICS OF PUBLIC LIBRARIES STATEWIDE SUMMARY FOR SELECTED INDICATORS, FY 85-87

(per capita figures in parentheses)

FY[a]	No. of Reptg Libs.	No. of Reptg Muns.	Total Operating Income $	Appropriated Municipal Income $	Total Operating Expenditures $	Salary Expenditures $	Materials Expenditures $	Holdings	Circulation	FTE[f]
1985	346	319	76,044,835	71,421,637	74,087,488	50,077,961	12,409,215	26,960,519[c]	32,226,127[c]	3727.5[c]
			(13.49)	(12.67)	(13.14)	(8.89)	(2.20)	(4.76)	(5.69)	
1986	see footnote b		83,435,131	78,917,786	80,587,387	55,030,976	13,238,022	27,560,842[d]	32,066,913[d]	3832.5[d]
			(14.60)	(13.81)	(14.28)	(9.75)	(2.35)	(4.84)	(5.64)	
1987	see footnote b		95,895,976	86,878,548	92,244,387	62,584,812	15,818,793	27,711,286[e]	31,975,447[e]	3985.9[e]
			(16.61)	(15.05)	(16.09)	(10.92)	(2.76)	(4.82)	(5.56)	
85-86	% CHANGE IN PER CAPITA FIGURES		8.23	9.00	8.68	9.67	6.82	1.68	-0.88	2.82%
86-87			13.77	8.98	12.68	12.00	17.45	-0.41	-1.42	4.00%
85-87			23.13	18.78	22.45	22.83	25.45	1.26	-2.28	6.93%

Per capita figures are based on the population of municipalities served by responding libraries.

FY85, population (per 1980 census) served by responding libraries for financial indicators = 5,636,224
for holdings and circulation data = 5,661,133
FY86, population (per 1980 census) served by responding libraries for income indicators = 5,712,808
for expenditure indicators = 5,644,946
for holdings and circulation data = 5,689,982
FY87, population (per 1984 estimates) served by responding libraries for income indicators = 5,773,247,
for expenditure indicators = 5,732,683
for holdings and circulation data = 5,747,823

a. Fiscal year applies to all indicators except FTE which are reported as of July 1 of each year
b. Reporting financial data;
for FY86 income data, 359 libraries in 332 municipalities
expenditure data, 346 libraries in 320 municipalities
The FY86 income totals for just those respondents who also reported expenditure data are: Total Operating Income $82,619,296 ($14.64) and Appropriated Municipal Income $78,201,707 ($13.85).
for FY87 income data, 359 libraries in 332 municipalities
expenditure data, 350 libraries in 326 municipalities
The FY87 income totals for just those respondents who also reported expenditure data are: Total Operating Income $95,599,506 ($16.56) and Appropriated Municipal Income $86,641,162 ($15.01).
c. Holdings, circulation, and FTE data based on 346 libraries reporting from 321 municipalities.
d. Holdings, circulation, and FTE data based on 354 libraries reporting from 328 municipalities.
e. Holdings, circulation, and FTE data based on 351 libraries reporting from 329 municipalities.
f. Rate of change calculated on gross figures.

FY87 REGIONAL ADDENDUM

Average Per Capita Figures for All Reporting Municipalities
By Population Group and Regional Affiliation for 7 Indicators of Library Support and Activity

Population Group	Total Library Operating Income $				Appropriated Municipal Operating Income $				Total Library Operating Expenditures $				Salary Expenditures $				Material Expenditures $			
	C	E	W	Pop Group	C	E	W	Pop Group	C	E	W	Pop Group	C	E	W	Pop Group	C	E	W	Pop Group
I 1-1,999	9.18	23.43	7.06	8.77	6.28	19.55	5.31	6.66	8.80	20.94	6.80	8.32	3.76	11.88	3.33	4.12	2.35	6.23	2.18	2.55
II 2,000-4,999	10.49	18.23	10.67	13.75	8.92	16.61	7.20	11.72	10.22	17.72	9.95	13.32	5.68	10.93	5.51	7.85	2.79	4.14	2.35	3.26
III 5,000-9,999	10.96	13.22	12.62	12.41	9.73	12.24	9.33	10.94	10.59	12.74	11.75	11.94	6.72	8.02	6.92	7.44	2.45	2.82	2.50	2.65
IV 10,000-24,999	15.58	15.66	13.24	15.39	14.44	14.38	12.10	14.15	15.07	15.39	12.64	15.04	9.41	10.46	8.37	10.05	3.07	2.88	2.34	2.86
V 25,000-49,999	15.55	16.47	14.75	16.18	13.65	14.82	12.26	14.40	14.74	15.92	14.11	15.61	10.20	10.85	9.13	10.57	2.45	2.63	2.44	2.59
VI 50,000-99,999	----	13.56	10.46	13.31	----	12.33	9.49	12.09	----	13.24	10.25	12.99	----	9.70	7.68	9.54	----	1.91	1.57	1.88
VII 100,000+	19.75	29.39	29.97	27.74	17.46	27.69	26.14	25.57	18.42	28.97	26.14	26.57	13.11	19.25	18.24	17.96	2.37	4.61	4.19	4.13
REGIONAL/ ALL GROUPS	15.29	17.13	15.88	16.73	13.70	15.70	13.50	15.15	14.37	16.64	14.68	16.09	9.37	11.39	9.74	10.92	2.69	2.80	2.62	2.76

for income indicators:
C (Central Region) reflects 70 reporting municipalities with a 1984 federal census of 727,909
E (Eastern Region) reflects 176 reporting municipalities with a 1984 federal census of 4,264,139
W (Western Region) reflects 86 reporting municipalities with a 1984 federal census of 781,199

for expenditure indicators:
C (Central Region) reflects 67 reporting municipalities with a 1984 federal census of 711,620
E (Eastern Region) reflects 174 reporting municipalities with a 1984 federal census of 4,240,266
W (Western Region) reflects 85 reporting municipalities with a 1984 federal census of 780,797

FY87 REGIONAL ADDENDUM

Average Per Capita Figures for All Reporting Municipalities
By Population Group and Regional Affiliation for 7 Indicators of Library Support and Activity (cont'd)

Population Group	Total Holdings C	E	W	Pop Group	Total Circulation C	E	W	Pop Group
I 1-1,999	7.87	15.29	9.30	9.56	6.76	13.25	7.05	7.52
II 2,000-4,999	5.47	7.01	7.50	6.57	6.22	10.03	7.07	8.04
III 5,000-9,999	4.11	4.37	5.38	4.47	5.65	6.55	5.99	6.18
IV 10,000-24,999	3.53	4.20	3.47	4.00	6.25	7.04	7.20	6.91
V 25,000-49,999	3.90	3.87	4.87	4.01	5.43	6.09	5.31	5.94
VI 50,000-99,999	----	3.72	2.68	3.63	----	3.82	5.04	3.92
VII 100,000+	5.35	10.69	4.64	8.69	4.56	3.01	8.49	4.23
REGIONAL/ ALL GROUPS	4.33	4.92	4.72	4.82	5.67	5.37	6.53	5.56

for holdings and circulation data:
C (Central Region) reflects 68 reporting municipalities with a 1984 federal census of 719,494
E (Eastern Region) reflects 175 reporting municipalities with a 1984 federal census of 4,250,594
W (Western Region) reflects 86 reporting municipalities with a 1984 federal census of 777,735

Usage Notes

The statistical measures applied to each indicator of library support and activity in the Summary Tables are:

The Mean — a measure of central tendency which is commonly termed the "average." It is derived by dividing the sum of all the values in any particular group of data by the number of values included in that total.

Percentile Rank — describes the position of a value in its distribution, indicating the percent of cases in a distribution falling at or below the value of an indicator. For example, the library of a hypothetical municipality has a per capita operating expenditure of $6.00 and a corresponding percentile rank of 25. This indicates that 25% of the municipalities in the population group have the same or smaller per capita operating expenditure than the sample library.

Median — the popular term for the 50th percentile; is equal to the value of an indicator at or below which 50% of the values fall. The value of the median differs from the value of the mean when the distribution of the values of an indicator is not regular, but rather skewed or piled at either end of the range. When there is considerable difference between the median and the mean, the median is generally thought of as being the more valid measure of central tendency.

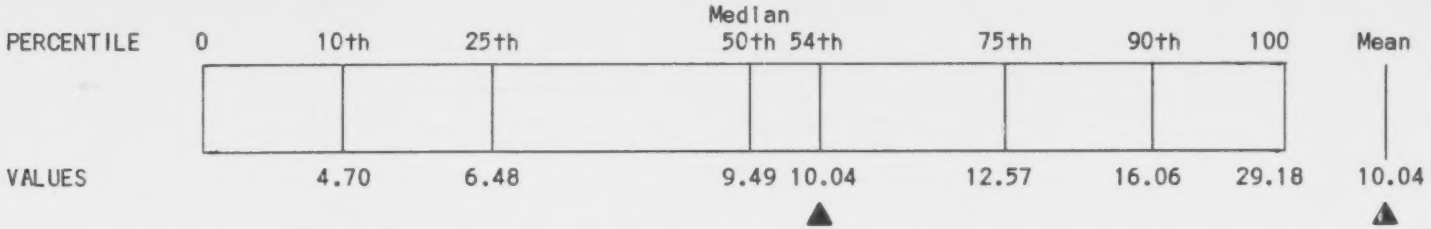
Percentiles are not the most descriptive measures when the sample size is small, as in the 50,000 - 99,999 population group, the distribution is skewed, or the range of values is small. This is especially evident in Table G for the 25,000 - 49,999 and 50,000 - 99,999 groups. In some cases the same value appears for more than one percentile. Depending on the table, this is the result of one or more of the following conditions: there are only a finite number of discrete values in each distribution; there may be a relatively small range of values consisting of rounded whole numbers; and/or there may be a skewed distribution in the range.

Constructed below are hypothetical library situations designed to illustrate how the Summary Tables may be used and how an undisplayed percentile may be calculated.

Calculating an Undisplayed Percentile

In some instances, the value of an indicator may fall between the displayed values of a statistical measure, such as between the median (50th percentile) and the 75th percentile and it is informative to calculate the undisplayed percentile. Following is an example of how this may be done.

Example A: For a library in a hypothetical municipality in the 10,000 to 24,999 population group (group IV), salary expenditures are equal to $10.04 per capita. From Summary Table D, we see that 10.04 falls between the values of the median (9.49) and the 75th percentile (12.57). We can estimate, based on the data available and using population served as a basis of comparison, that for the library in our hypothetical municipality, salary expenditures per capita are equal to or greater than 54% of the municipalities reporting in this population group.



Undisplayed percentile ranks may be calculated by the shorthand interpolation procedure used to compute the 54th percentile in Example A. This was done by:

a - Finding the difference between the displayed values falling above (12.57) and below (9.49) our hypothetical value (10.04). The difference is 3.08 salary expenditures dollars per capita.

b - Finding the difference between our hypothetical value (10.04) and the displayed value falling below it (9.49). The difference is .55 salary expenditures dollars per capita.

c - Determining the ratio of the latter difference to the former difference (.55 divided by 3.08), which equals .179.

d - Finding the difference between the displayed percentiles corresponding to the displayed values falling above and below our hypothetical value (10.04). In our example, the difference between the corresponding percentiles (75th and median/50th) is 25 percentile units.

e - Interpolating the ratio from the values line to the difference between the displayed percentiles. In our example, the ratio is .179 (see c above) and the difference between the percentiles is 25 (see d above). .179 x 25 = 4.48 percentile units.

-f - Adding the interpolated percentile units to the displayed percentile falling below our hypothetical value to arrive at the estimated percentile rank of our hypothetical library. For example, 4.48 + 50 = 54.48 = 54th percentile.

It should be noted that this procedure assumes that the size of the intervals between values is constant throughout the distribution. Quite often there is slight variability in their size, so that ranks computed by this method must be considered estimates.

Looking at More than One Statistical Measure

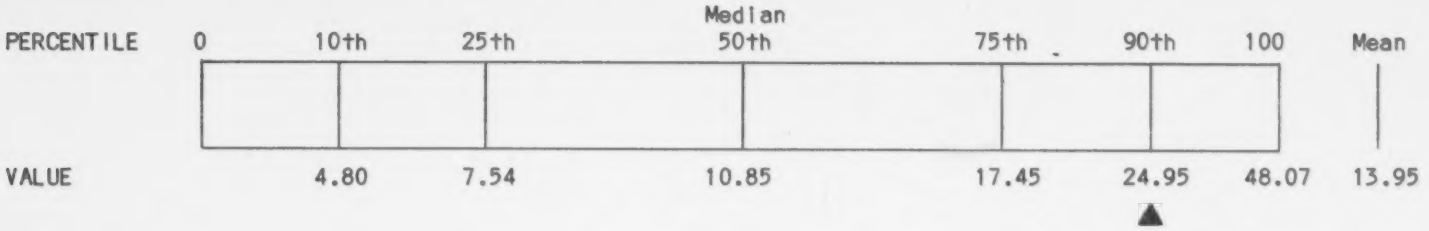
For each indicator it is most useful to review the results of the statistical measures in conjunction with one another. Another look at Summary Table D indicates that the hypothetical library mentioned in Example A has a salary expenditures per capita figure equal to the mean figure (10.04) of the population group.

Therefore, while we may say that salary expenditures per capita are equal to the "average" for this population group, it remains true that for our hypothetical municipality, per capita salary expenditures are greater than or equal to 54% of the reporting municipalities in this population group.

Another illustration of the value of looking at more than one measure follows.

EXAMPLE B: In some cases, percentile values may be used effectively to qualify the minimal information provided by the range of values for an indicator and population group. For example, a library in a hypothetical municipality in the 2,000 to 4,999 population group (group II) could have a total operating income of $24.95 per capita.

From Summary Table A, we see that 24.95 equals the value of the 90th percentile and falls almost one half of the way between the range (2.46 through 48.07) of total operating income per capita of all reporting libraries in this population group.



Based on this information, we may say, therefore, that even though the hypothetical library's total operating income per capita is about one-half as much as that of the library with the highest value in the population group ($48.07), it has a total operating income per capita greater than or equal to that of 90% of the libraries in this population group.

Using Other Bases of Comparison

We urge readers not to restrict themselves to comparisons by population groupings. Other indicators or combination of indicators in the report or from other sources which measure municipal revenue capacity may be used to group similar libraries and to form the basis of comparison among them. From the Municipal Tables in this report, a reader may identify municipalities having similar values for one or more of the support and activity indicators and thereby establish a group of similar libraries, regardless of population served.

Section One: Summary Tables

TABLE A - TOTAL OPERATING INCOME PER CAPITA ($)

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	55	0.72 - 78.28	3.97	4.81	6.21	9.96	13.78	11.09
2,000 - 4,999	53	2.46 - 48.07	4.80	7.54	10.85	17.45	24.95	13.95
5,000 - 9,999	70	3.10 - 39.64	4.27	7.30	12.30	15.68	19.46	12.64
10,000 - 24,999	91	5.98 - 41.93	7.71	9.58	14.21	18.65	23.40	15.42
25,000 - 49,999	42	4.26 - 35.66	8.44	12.31	14.18	20.14	26.46	16.73
50,000 - 99,999	18	6.64 - 33.46	7.19	9.88	12.11	14.06	18.73	13.59

TABLE B - APPROPRIATED MUNICIPAL INCOME PER CAPITA ($)

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	55	0.25 - 60.09	2.08	3.41	4.96	7.85	10.80	8.39
2,000 - 4,999	53	0.61 - 38.07	3.58	6.28	9.68	15.85	22.28	11.68
5,000 - 9,999	70	0.05 - 38.15	3.74	6.25	10.49	14.54	17.67	11.13
10,000 - 24,999	91	0.58 - 34.77	6.21	8.88	13.25	17.84	22.59	14.18
25,000 - 49,999	42	1.57 - 32.37	7.81	10.32	12.96	18.24	25.59	15.01
50,000 - 99,999	18	5.83 - 32.02	6.34	8.82	10.58	13.23	17.77	12.39

TABLE C - TOTAL OPERATING EXPENDITURES PER CAPITA ($)

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	54	1.63 - 61.09	3.98	4.75	6.02	9.24	13.86	10.15
2,000 - 4,999	52	1.87 - 48.51	4.37	7.52	10.41	17.46	23.37	13.59
5,000 - 9,999	68	2.89 - 39.20	4.14	7.00	11.65	15.31	18.99	12.19
10,000 - 24,999	89	5.49 - 42.26	7.29	9.53	14.00	18.95	22.78	15.10
25,000 - 49,999	42	4.70 - 35.44	8.17	11.47	13.65	19.90	26.11	16.16
50,000 - 99,999	18	6.37 - 33.34	6.65	9.45	11.92	13.79	18.45	13.29

TABLE D - SALARY EXPENDITURES PER CAPITA ($)

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	54	0.00 - 32.42	0.76	2.15	3.20	4.95	7.33	5.06
2,000 - 4,999	52	1.01 - 26.00	1.93	4.10	5.94	11.24	14.57	8.00
5,000 - 9,999	68	0.95 - 25.90	2.64	4.47	7.21	9.11	12.88	7.60
10,000 - 24,999	89	3.42 - 29.18	4.70	6.48	9.49	12.57	16.06	10.04
25,000 - 49,999	42	3.11 - 23.53	5.62	7.46	9.58	13.56	17.31	10.98
50,000 - 99,999	18	4.43 - 23.89	4.47	6.77	8.77	10.32	13.64	9.75

TABLE E - SALARY EXPENDITURES AS PERCENT (%) OF TOTAL OPERATING EXPENDITURES

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	54	0 - 78	20	40	49	56	64	47
2,000 - 4,999	52	36 - 78	44	52	57	64	69	58
5,000 - 9,999	68	33 - 77	53	58	63	66	69	62
10,000 - 24,999	89	48 - 79	58	61	67	70	72	66
25,000 - 49,999	42	52 - 77	58	65	69	72	75	68
50,000 - 99,999	18	59 - 80	65	70	74	76	78	73

TABLE F - MATERIALS EXPENDITURES PER CAPITA ($)

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	54	0.46 - 22.84	1.01	1.39	2.27	3.28	4.20	3.30
2,000 - 4,999	52	0.59 - 13.34	1.19	2.00	2.68	4.25	5.49	3.31
5,000 - 9,999	68	0.61 - 7.33	1.02	1.63	2.68	3.37	4.17	2.71
10,000 - 24,999	89	1.03 - 6.19	1.46	2.03	2.79	3.47	4.74	2.90
25,000 - 49,999	42	0.88 - 5.76	1.41	1.83	2.37	3.37	3.91	2.68
50,000 - 99,999	18	1.13 - 5.30	1.13	1.42	1.60	1.88	2.65	1.93

TABLE G - MATERIALS EXPENDITURES AS PERCENT (%) OF TOTAL OPERATING EXPENDITURES

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	54	17 - 85	20	22	29	36	58	34
2,000 - 4,999	52	14 - 47	20	21	24	28	34	26
5,000 - 9,999	68	13 - 37	19	20	22	25	27	23
10,000 - 24,999	89	13 - 35	16	17	19	21	25	20
25,000 - 49,999	42	13 - 25	14	15	16	18	21	17
50,000 - 99,999	18	12 - 23	12	12	14	16	16	15

TABLE H - HOLDINGS PER CAPITA

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	56	2.21 - 95.36	4.22	5.96	8.25	12.82	24.21	12.61
2,000 - 4,999	51	2.52 - 26.00	3.32	4.50	5.78	7.67	10.39	6.80
5,000 - 9,999	69	1.24 - 10.78	2.05	3.00	4.02	5.75	7.10	4.57
10,000 - 24,999	90	1.62 - 13.44	2.29	2.86	3.84	4.69	5.93	4.04
25,000 - 49,999	42	0.84 - 11.62	1.71	3.08	3.84	4.87	6.05	4.13
50,000 - 99,999	18	1.69 - 7.25	2.17	2.68	3.40	4.16	4.88	3.62

TABLE I - CIRCULATION PER CAPITA

range, 10th percentile, 25th percentile, median, 75th percentile, 90th percentile, and mean for Massachusetts public libraries, by population of area served (excludes 3 municipalities with populations of more than 100,000), Fiscal Year 1987

Population of Area Served	Number of Reporting Municipalities	Range	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile	Mean
1 - 1,999	56	1.87 - 56.59	2.73	4.89	6.67	9.40	15.97	9.14
2,000 - 4,999	51	1.58 - 33.74	3.44	4.45	6.17	10.09	13.77	8.34
5,000 - 9,999	69	1.12 - 18.90	2.56	4.01	5.80	8.09	11.10	6.31
10,000 - 24,999	90	2.22 - 15.42	3.42	4.44	6.80	8.75	11.57	6.94
25,000 - 49,999	42	0.89 - 17.55	2.43	3.74	5.86	7.51	10.73	6.27
50,000 - 99,999	18	1.37 - 8.66	1.44	2.08	3.53	5.23	7.57	4.04

Section Two: Data for Individual Municipalities

Population Group I
(1-1,999)

POPULATION GROUP I (1 - 1,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
1. ALFORD	402	341	W	0.72	0.25											
2. ASHFIELD	1,502	295	W	9.30	3.33	7.98	3.99	50	1.77	22	6.97	8.81	15	15	20	1.0
3. BECKET	1,480	296	W	4.49	3.04	4.49	0.00	0	1.50	33	20.36	8.79	12	14	0.0	0.0
4. BERNARDSTON	1,776	288	W													
5. BLANDFORD	1,120	315	W	10.43	8.72	8.72	4.14	48	2.13	24	9.33	15.67	21	21	18	0.6
6. BUCKLAND	1,872	286	W	6.77	4.90	6.77	2.02	30	3.87	57	6.25	4.11	12.5	12.5	12.5	0.4
7. CHARLEMONT	1,203	310	W	4.63	3.53	4.16	3.24	78	0.90	22	9.81	6.36	10	13	15	0.4
8. CHESTER	1,182	312	W	6.53	2.81	6.83	4.38	64	1.37	20	8.34	6.09	15	15	20	0.6
9. CHESTERFIELD	1,157	314	W	7.17	5.73	4.66	3.37	72	1.00	22	6.89	6.12	15	15	15	0.4
10. CHILMARK	583	336	E	63.25	48.81	59.21	32.42	55	17.97	30	42.93	40.85	21	23	28.5	2.1
11. CLARKSBURG	1,756	289	W	5.32	3.44	5.32	2.79	52	2.27	43	4.59	9.94	26	15	20	0.6
12. COLRAIN	1,574	293	W	8.67	6.23	8.67	4.39	51	3.38	39	5.24	5.35	15	15	15	0.5
13. CONWAY	1,342	301	W													
14. CUMMINGTON	741	328	W	4.57	4.39	4.57	0.16	4	3.24	71	12.82	7.46	10	10	20	0.6
15. DUNSTABLE	1,914	282	E	10.19	7.81	9.22	5.85	63	2.71	29	10.27	6.63	20	20	20	1.2
16. EAST BROOKFIELD	1,885	285	C	7.72	7.72	7.72	5.45	71	1.59	21	5.80	10.46	30	30	30	0.9
17. EGREMONT	1,270	307	W	4.08	4.08	4.08	3.03	74	1.02	25	6.68	2.69	13	13	13	0.4
18. ERVING	1,430	299	W	5.74	5.74	5.74	2.29	40	3.38	59	15.95	5.24	10	10	6	0.3
19. FLORIDA	687	330	W	4.28	3.95	3.79	0.58	15	3.13	83	12.45	10.74	12	2	12	0.3
20. GAY HEAD	184	347	E	78.28	49.41	41.53	20.77	50	18.83	45	32.90	22.97	10	10	10	0.3
21. GILL	1,279	306	W													
22. GOSHEN	734	329	W	5.66	1.91	5.59	2.72	49	2.72	49	8.25	9.88	10	10	10	0.3
23. GOSNOLD	58	351	E													
24. GRANVILLE	1,298	304	W	9.84	8.56	8.56	4.22	49	2.70	32	7.30	5.77	17	13	10	0.4
25. HANCOCK	611	333	W													
26. HAWLEY	336	345	W			Does not have a public library.										

POPULATION GROUP I (1 - 1,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
27. HEATH	536	338	W	11.31	8.70	11.29	7.28	64	3.71	33	28.80	16.42	11	11	15	0.4
28. HINSDALE	1,675	290	W	5.15	2.25	5.15	2.51	49	1.03	20	2.25	1.87	10	10	12	0.6
29. HOLLAND	1,583	292	W	3.27	3.18	3.18	1.21	38	1.40	44	3.80	7.47	10	10	10	0.3
30. HUBBARDSTON	1,891	284	C	7.79	7.89	6.59	2.32	35	1.97	30	5.59	4.28	20	12	20	0.8
31. HUNTINGTON	1,858	287	W	5.74	5.21	5.27	2.21	42	1.15	22	4.86	4.89	13	13	13	0.8
32. LEVERETT	1,479	297	W	3.91	2.67	3.91	1.96	50	1.60	41	4.60	2.92	18	15	17	0.6
33. LEYDEN	528	339	W	7.58	4.94	7.57	4.04	53	2.52	33	9.60	8.89	10	10	10	0.3
34. MIDDLEFIELD	394	342	W	4.00	3.94	3.64	1.02	28	2.54	70	13.42	7.76	11	8	10	0.3
35. MILLVILLE	1,911	283	C	6.34	5.76	5.76	2.64	46	0.97	17	2.21	2.75	15	10	15	0.4
36. MONROE	148	348	W								31.05	16.94			2	0.1
37. MONTEREY	925	322	W	15.40	15.40	15.08	8.85	59	3.06	20	6.81	4.29	11	11	18	0.6
38. MONTGOMERY	654	332	W	Has no year-round public library.												
39. MOUNT WASHINGTON	100	350	W								25.00	8.61			0.3	0.0
40. NEW ASHFORD	144	349	W	Does not have a public library.												
41. NEW BRAINTREE	682	331	C	5.11	1.83	5.11	0.38	7	4.32	85	7.69	12.23	11.5	10	15	0.4
42. NEW MARLBOROUGH	1,251	309	W	5.28	4.10	5.10	2.28	45	1.03	20	6.42	6.67	11	13	11.5	0.3
43. NEW SALEM	780	324	W	5.86	3.95	5.87	2.84	48	1.41	24	11.09	5.86	16	16	13	0.7
44. OAKHAM	1,099	316	C	11.52	10.13	11.52	6.21	54	3.32	29	14.79	9.37	17	14.5	16.5	0.8
45. OTIS	966	321	W													
46. PELHAM	1,306	303	W	4.10	2.46	4.10	1.32	32	2.40	59	6.34	2.39	10	10	10	0.3
47. PERU	764	326	W	1.92	1.25	1.63	0.00	0	0.46	28	6.58	2.23	10	10	0.0	0.0
48. PETERSHAM	997	319	C	25.41	2.70	24.90	7.37	30	5.16	21	18.17	9.15	23.5	23.5	13.5	0.8
49. PHILLIPSTON	994	320	C	5.09	4.68	5.26	2.01	38	1.84	35	8.81	4.83	10	10	10	0.3
50. PLAINFIELD	433	340	W	11.95	11.47	11.95	6.96	58	4.02	34	21.13	8.94	11	11	15	0.4
51. RICHMOND	1,641	291	W	4.83	3.77	4.83	3.02	63	0.97	20	3.72	6.92	11	11	11	0.5
52. ROWE	337	344	W	63.82	60.09	61.09	31.91	52	22.84	37	95.36	56.59	15	15	15	0.7

POPULATION GROUP I (1 - 1,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
53. ROYALSTON	1,005	318	C	8.12	6.47	7.81	3.20	41	2.44	31	8.21	5.07	15	15	15	0.4
54. RUSSELL	1,524	294	W	6.06	6.06	6.05	3.40	56	1.92	32	3.58	5.12	21.5	21.5	10	0.8
55. SANDISFIELD	765	325	W	6.02	6.02	6.02	4.08	68	1.63	27	7.29	6.61	14	14	12	0.4
56. SAVOY	751	327	W													
57. SHELBURNE	1,986	281	W	12.05	6.26	12.03	5.47	45	3.80	32	23.68	13.68	18	18	18	1.5
58. SHUTESBURY	1,162	313	W	3.94	0.82	4.11	1.91	46	1.17	28	4.50	2.51	10	10	8.5	0.2
59. TOLLAND	232	346	W													
60. TRURO	1,464	298	E	10.09	10.09	10.07	4.44	44	3.32	33	10.87	6.80	14	24	19	0.6
61. TYRINGHAM	365	343	W													
62. WALES	1,326	302	W	6.07	4.97	4.97	2.09	42	1.28	26	5.96	3.79	12	22	15	0.4
63. WARWICK	598	334	W	12.15	8.36	10.74	5.08	47	2.38	22	14.61	11.54	10	10	10	0.3
64. WASHINGTON	553	337	W	Does not have a public library.												
65. WENDELL	798	323	W	5.57	5.57	5.57	2.31	41	1.31	23	11.15	3.85	10	10	11	0.3
66. WEST STOCKBRIDGE	1,285	305	W	4.74	4.74	4.64	2.59	56	1.41	30	4.79	6.62	14	14	14	0.4
67. WEST TISBURY	1,182	311	E	33.19	31.18	31.29	19.33	62	7.78	25	12.51	16.85	16	22	20	1.8
68. WESTHAMPTON	1,268	308	W	9.25	7.97	9.25	4.28	46	2.52	27	7.25	6.41	16	16	18	0.7
69. WHATELY	1,363	300	W	9.74	8.45	10.27	6.03	59	2.31	23	11.17	9.40	16	16	20	0.8
70. WINDSOR	589	335	W													
71. WORTHINGTON	1,059	317	W	9.92	4.03	8.66	4.81	56	1.78	21	9.50	7.44	11	11	15	0.6

Population Group II
(2,000 - 4,999)

POPULATION GROUP II (2,000 - 4,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS OPEN WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
1. ASHBURNHAM	4,406	235	C	10.57	8.06	10.57	5.72	54	2.50	24	5.92	5.99	49	49	40	3.5
2. ASHBY	2,562	270	C	4.70	3.80	4.21	1.64	39	1.97	47	7.81	3.77	16	15	15	0.4
3. AVON	4,843	227	E	17.11	15.87	15.87	10.22	64	3.25	20	7.14	5.90	49	42.5	35	2.7
4. BARRE	4,257	238	C	12.29	9.88	12.29	7.40	60	3.42	28	5.64	4.20	25	25	35	2.1
5. BERKLEY	3,180	260	E	5.03	5.03	5.03	2.77	55	1.04	21	3.90	2.51	21	21	21.5	1.3
6. BERLIN	2,224	278	C	9.94	9.90	9.94	6.73	68	2.11	21	4.13	6.15	22	20	20	1.2
7. BOLTON	2,820	266	C	10.04	10.04	10.04	5.46	54	2.34	23	5.04	3.86	17	17	25	1.3
8. BOXBOROUGH	3,189	259	C	9.44	8.67	9.23	5.79	63	2.71	29	6.52	8.76	27	23	20	1.8
9. BOYLSTON	3,412	254	C	20.39	18.54	19.36	11.24	58	4.61	24	5.82	6.65	30.5	30.5	35	3.1
10. BRIMFIELD	2,458	272	C	6.47	6.00											
11. BROOKFIELD	2,543	271	C	7.90	6.66	7.43	4.13	56	2.26	30	5.72	5.09	21	21	21	0.9
12. CARLISLE	3,721	250	E	24.50	22.42	22.49	15.39	68	5.50	24	7.62	19.87	58	58	37	4.2
13. CHESHIRE	3,310	255	W	2.49	1.81	1.87	1.01	54	0.79	42			15	15		
14. DEERFIELD	4,503	233	W	8.94	7.26	7.93	4.10	52	2.68	34	10.42	7.01	33	26	17	1.9
15. DOUGLAS	4,444	234	C	9.48	8.65	8.65	5.94	69	2.02	23	2.99	3.55	24	21	27	2.2
16. DOVER	4,840	228	E	16.05	15.37	17.15	8.19	48	4.25	25	8.16	7.07	50	36	40	3.5
17. EASTHAM	3,890	247	E	17.45	17.04	17.46	11.67	67	4.24	24	4.85	13.78	38	44	35	3.0
18. EDGARTOWN	2,633	269	E	48.07	38.07	48.51	26.00	54	13.34	28	13.79	13.69	34	34	26.5	4.5
19. ESSEX	2,931	264	E	7.40	5.37	7.31	5.01	69	1.54	21	4.55	6.54	27	22	27	1.1
20. HADLEY	4,132	242	W	7.42	7.18	7.18	3.97	55	1.53	21	4.68	3.92	34	34	35	1.5
21. HAMPDEN	4,665	231	W	7.62	6.15	7.07	4.64	66	1.87	26	3.31	5.73	30	25	25.5	2.3
22. HARDWICK	2,272	277	W	7.07	4.15	7.03	2.56	36	1.77	25	6.43	3.43	18.5	20.5	15	0.7
23. HATFIELD	3,110	262	W	6.62	6.13	6.45	3.15	49	2.29	35	8.58	6.68	15	8	20	1.0
24. HOPEDALE	3,955	245	C	21.08	17.84	18.27	9.04	49	5.11	28	7.81	10.23	30	22	30	2.9
25. LANESBOROUGH	3,171	261	W	2.46	2.37	2.46	1.77	72	0.59	24	3.13	3.12	15	15	14	0.5
26. MARION	4,027	244	E	17.43	12.83	16.33	9.22	57	4.30	26	7.02	11.36	36.5	36.5	32	2.7

POPULATION GROUP II (2,000 - 4,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS OPEN WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
27. MASHPEE	4,691	230	E	10.76	10.17	10.13	6.85	68	2.00	20	2.52	4.53	31	34	30	2.0
28. MENDON	3,296	256	C	3.79	3.32	3.52	1.61	46	1.42	40	6.24	1.58	19	15	10.5	0.6
29. MERRIMAC	4,733	229	E	12.63	11.54	11.96	8.61	72	2.47	21	4.79	6.03	52	48	40	3.7
30. MIDDLETON	4,391	236	E	19.90	19.90	19.90	12.69	64	4.33	22	3.77	5.71	50	30	34	4.6
31. NAHANT	3,922	246	E	22.06	22.06	22.06	13.11	59	4.94	22	19.24	11.98	35	51	40	3.9
32. NORTH BROOKFIELD	4,175	240	C	8.11	7.54	8.10	3.46	43	2.11	26	5.10	5.72	30	30	24	1.6
33. NORTHFIELD	2,348	274	W	19.31	18.88	18.02	11.34	63	4.22	23	8.93	12.30	31	31	40	2.5
34. OAK BLUFFS	2,214	279	E	15.98	15.78	14.69	11.39	78	2.64	18	5.56	5.60	21	33	20	2.1
35. PAXTON	3,711	251	C	12.13	10.00	11.94	6.74	56	3.25	27	5.00	7.10	34	20	35	2.3
36. PLYMPTON	2,164	280	E	12.23	11.86	12.11	7.19	59	3.84	32	6.64	6.19	28	28	30	1.4
37. PRINCETON	2,636	268	C	10.80	9.48	10.79	5.65	52	3.55	33	5.35	11.59	22	16	22	1.6
38. PROVINCETOWN	3,562	252	E	28.96	26.82	28.20	17.29	61	5.94	21	3.65	5.57	45	45	40	4.0
39. ROCHESTER	3,542	253	E	4.33	3.48	3.54	1.42	40	1.13	32	3.09	2.58	15	15	16	0.5
40. ROWLEY	4,125	243	E	10.92	10.06	10.89	6.16	57	3.23	30	6.76	4.08	23	23	27.5	2.5
41. RUTLAND	4,527	232	C	11.30	8.42	10.41	5.56	53	3.13	30	3.40	6.60	36.5	33	30	3.0
42. SHEFFIELD	2,752	267	W	14.92	14.10	14.93	9.48	63	3.54	24	10.89	6.70	27	27	40	1.8
43. SHERBORN	4,225	239	E	25.45	22.38	23.92	14.83	62	4.80	20	10.08	10.04	56	43	37.5	5.3
44. SOUTHAMPTON	4,354	237	W	11.78	9.26	9.65	5.75	60	2.64	27	4.66	6.43	18	18	22	2.3
45. STOCKBRIDGE	2,320	276	W	46.35	10.13	45.45	23.86	53	7.25	16	26.00	25.01	51	53	40	5.0
46. SUNDERLAND	2,883	265	W	9.81	7.96	7.94	3.37	42	2.16	27	4.33	3.70	22	22	40	1.5
47. TISBURY	3,209	257	E													
48. UPTON	4,158	241	C	7.28	6.75	7.79	5.06	65	2.67	34	7.25	5.69	42	42	40	2.0
49. WARREN	3,840	248	C	10.90	8.30	10.38	4.81	46	2.78	27	4.02	5.56	26.5	30	35	1.8
50. WELLFLEET	2,333	275	E	31.30	29.51	31.30	23.07	74	6.33	20	10.96	23.95	33	33	35	3.9
51. WENHAM	3,798	249	E	25.14	22.88	23.59	13.53	57	5.49	23	8.06	19.97	33	29	32.5	4.0
52. WEST BROOKFIELD	3,191	258	C	7.69	4.80	7.72	4.60	60	1.52	20	5.74	10.98	24	24	20	1.4

POPULATION GROUP II (2,000 - 4,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
53. WEST NEWBURY	3,084	263	E	19.81	17.90	19.86	12.35	62	5.48	28	7.47	33.74	40	31	40	3.1
54. WILLIAMSBURG	2,447	273	W	7.52	0.61	7.52	3.71	49	1.04	14	6.21	7.49	31.5	34.5	24	1.3

Population Group III
(5,000-9,999)

POPULATION GROUP III (5,000 - 9,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
1. ACUSHNET	8,808	167	E	3.10	2.65	2.97	1.97	66	0.61	21	2.36	2.19	21	21	20	1.7
2. AYER	6,637	196	C	12.93	10.82	13.05	7.04	54	3.31	25	2.98	3.60	45	45	40	3.9
3. BELCHERTOWN	9,012	162	W	5.47	4.16	4.16	2.23	54	1.11	27	3.05	3.03	29	29	34	2.5
4. BLACKSTONE	6,712	193	C	4.15	3.39	3.39	2.48	73	0.85	25	2.79	1.12	25	18	32.5	1.6
5. BOXFORD	5,751	215	E	18.00	17.44	16.62	10.41	63	3.11	19	6.47	8.60	58	58	40	5.6
6. BREWSTER	6,343	205	E	19.46	16.39	17.98	10.43	58	3.65	20	3.67	10.15	34	29	35	5.5
7. CARVER	8,934	164	E	7.18	7.02	7.02	3.88	55	1.78	25	2.55	4.49	38	38	35	2.9
8. CHARLTON	7,480	180	C	4.27	3.97	4.04	2.68	66	1.10	27	1.39	3.67	37	31	23	2.4
9. CHATHAM	6,401	204	E	13.97	8.56	13.95	7.62	55	3.42	25	6.30	13.41	34	34	35	3.7
10. COHASSET	7,346	184	E	27.63	26.82	27.63	19.41	70	6.45	23	7.10	11.47	53	50	40	7.9
11. DALTON	6,669	195	W	11.35	10.28	10.64	7.14	67	2.49	23	4.99	8.11	37.5	37.5	40	4.1
12. DIGHTON	5,349	224	E													
13. DUDLEY	8,674	169	C	8.35	6.64	8.35	4.47	54	2.35	28	3.74	5.27	51	48	40	3.2
14. FREETOWN	7,440	182	E	3.48	3.03	2.95	1.56	53	0.93	31	2.71	2.58	28	28	12	1.2
15. GEORGETOWN	5,927	212	E	13.83	12.82	12.79	7.18	56	3.37	26	6.40	8.35	33.5	29.5	33.5	4
16. GRANBY	5,497	219	W	7.43	6.89	7.00	4.73	68	1.44	21	3.19	4.53	29.5	25.5	35	2.3
17. GREAT BARRINGTON	7,314	185	W	17.91	16.05	17.15	7.95	46	3.56	21	9.87	9.04	49	48.5	40	5.5
18. GROTON	6,711	194	C	13.27	13.27	13.27	8.92	67	2.85	21	7.07	6.74	35	25	36	5.1
19. GROVELAND	5,031	226	E	8.32	6.58	8.32	5.55	67	2.06	25	4.43	6.44	28.5	25.5	28	2.4
20. HALIFAX	5,938	211	E	13.89	11.39	12.65	8.07	64	3.20	25	4.18	5.38	46.5	46	40	3.7
21. HAMILTON	7,059	189	E	19.36	18.52	18.78	11.22	60	5.01	27	5.66	8.53	46	39	40	5.6
22. HANSON	8,970	163	E	5.57	4.81	5.09	3.91	77	1.00	20	2.70	2.86	40	34	35	2.6
23. HARWICH	9,632	157	E	12.74	10.44	11.41	6.44	56	2.47	22	7.13	11.42	46	48	35	6.0
24. HOPKINTON	7,874	175	C	13.75	12.28						3.98	8.12	34	31	35	5.7
25. HULL	9,751	156	E	10.04	10.04	10.04	6.88	68	2.15	21	3.09	2.95	52	48	35	4.7
26. KINGSTON	7,624	178	E	15.17	15.17	14.91	9.80	66	3.20	21	5.70	6.57	37.5	35	35	4.9

POPULATION GROUP III (5,000 - 9,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
27. LAKEVILLE	6,496	200	E	5.65	5.56	5.37	3.36	63	1.23	23	2.06	2.40	32	32	24	2.6
28. LANCASTER	6,437	202	C	17.82	15.92	17.77	9.08	51	3.86	22	7.24	4.81	47	41	40	4.7
29. LEE	6,093	208	W	17.22	15.65	15.94	7.99	50	3.52	22	8.17	7.19	38	38	35	3.5
30. LEICESTER	9,584	158	C	6.17	5.76	5.84	3.68	63	1.41	24	1.90	2.64	35	28	32	3.2
31. LENOX	6,528	199	W	27.03	0.05	24.92	14.83	60	3.22	13	10.78	8.97	38	42	35	6.7
32. LINCOLN	7,464	181	E	39.64	38.15	39.20	25.90	66	7.33	19	8.86	11.41	59.5	52.5	37.5	12.0
33. LITTLETON	7,144	187	C	14.65	13.30	14.65	9.80	67	3.73	25	6.85	9.51	51	51	35	5.5
34. LUNENBURG	8,826	166	C	12.42	11.78	12.17	7.66	63	3.06	25	3.36	6.01	48	44	37.5	4.9
35. MANCHESTER	5,354	222	E	19.92	18.53	19.84	12.87	65	4.19	21	8.98	9.47	45	39	37.5	4.2
36. MATTAPOISETT	5,705	217	E	8.99	7.78	8.58	5.62	66	1.68	20	3.55	5.21	28	28	28	3.1
37. MAYNARD	9,822	155	E	10.56	10.49	10.49	7.30	70	2.10	20	3.84	3.20	35	35	35	4.5
38. MEDWAY	8,890	165	E	11.65	11.65	11.65	7.54	65	2.23	19	4.14	7.00	47	40	40	5.7
39. MILLIS	7,001	191	E	10.57	10.34	10.01	6.87	69	3.03	30	5.76	5.86	42	37	35	4.2
40. MONSON	7,374	183	W	12.30	9.55	12.28	8.15	66	2.68	22	3.98	3.07	51	44	35	4.3
41. MONTAGUE	7,977	174	W	13.02	12.71	12.55	8.07	64	2.93	23	6.60	5.58	44.5	40.5	35	5.4
42. NANTUCKET	5,876	213	E													
43. NEWBURY	5,150	225	E	11.74	11.19	11.33	7.44	66	2.23	20	2.80	4.06	37	30	30	2.5
44. NORFOLK	7,492	179	E	16.04	14.49	14.42	8.78	61	2.93	20	2.55	7.89	48	38	35	4.8
45. NORWELL	9,208	160	E	22.21	21.09	21.18	13.00	61	4.16	20	4.49	6.92	51	44	37.5	7.7
46. ORANGE	7,054	190	W	11.87	10.83	11.52	6.87	60	2.99	26	5.04	4.97	41.5	41.5	35	4.2
47. ORLEANS	5,741	216	F	26.70	25.30	26.70	17.52	66	5.42	20	5.16	18.90	43	36	40	8.2
48. PEPPERELL	8,696	168	C	15.55	14.59	15.31	10.14	66	2.97	19	3.32	7.27	40	37	40	6.5
49. PLAINVILLE	6,173	207	E	4.13	4.13	3.85	1.87	49	1.44	37	1.83	1.49	29	29	22.5	1.3
50. RAYNHAM	9,166	161	E	5.27	3.74	4.90	2.80	57	1.03	21	2.97	4.00	38	24	22	2.4
51. REHOBOTH	7,842	176	E	3.46	2.30	2.89	0.95	33	0.62	21	1.24	1.54	25	16	20	1.0
52. ROCKPORT	6,603	197	E	17.08	16.38	17.08	12.93	76	3.25	19	6.46	11.67	40	40	40	6.6

POPULATION GROUP III (5,000 - 9,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
53. SALISBURY	6,745	192	E	8.66	8.32	8.35	5.20	62	1.88	23	3.91	6.86	49	49	37	2.9
54. SHIRLEY	5,447	220	C	7.00	5.58	5.62	3.41	61	1.38	24	5.18	2.21	27	27	26	1.9
55. SOUTHBOROUGH	6,405	203	C	18.48	17.67	17.95	12.63	70	3.93	22	6.71	11.37	48	41	40	5.1
56. SOUTHWICK	7,634	177	W	7.03	6.08	6.26	3.79	61	1.60	26	1.93	4.35	39	35	35	2.5
57. STERLING	5,813	214	C	14.58	13.71	13.14	8.53	65	3.02	23	4.06	7.78	40	40	40	3.9
58. STOW	5,361	221	E	14.27	11.78	14.46	6.97	48	4.42	31	5.63	5.72	42	38	35	2.5
59. STURBRIDGE	6,565	198	C	6.71	5.62	6.87	4.61	67	1.31	19	2.70	5.74	48	48	22	2.8
60. SUTTON	6,342	206	C	4.19	4.19	4.19	2.92	70	0.72	17	3.15	4.08	29	29	25	1.8
61. TEMPLETON	5,957	210	C	4.81	3.19											
62. TOPSFIELD	5,700	218	E	24.22	24.19	22.53	13.05	58	5.20	23	6.57	11.07	49	44	37.5	6.1
63. TOWNSEND	8,074	173	C	8.75	7.39	7.81	4.49	58	2.51	32	3.06	5.64	32	25	32	3.0
64. TYNGSBOROUGH	7,065	188	E	7.63	6.42	6.84	4.31	63	1.87	27	1.68	4.24	35	25	35	3.2
65. UXBRIDGE	8,621	170	C	13.84	10.34	11.98	7.78	65	2.65	22	5.31	6.48	30	30	35	6.0
66. WARE	9,228	159	W	11.57	7.89	10.58	5.87	55	2.40	23	4.82	5.89	33	33	35.5	4.0
67. WEST BOYLSTON	6,063	209	C	18.61	16.36	17.11	11.54	67	3.68	22	5.35	5.91	35.5	29	35	5.8
68. WEST BRIDGEWATER	6,474	201	E	15.80	15.80	15.80	9.61	61	3.43	22	4.89	3.99	44	44	35	4.7
69. WESTMINSTER	5,353	223	C	13.90	13.18	13.87	9.11	66	2.87	21	4.65	6.03	41	35	35	3.4
70. WILLIAMSTOWN	8,383	171	W	12.36	12.36	11.20	7.21	64	2.45	22	3.61	8.02	43	40	37.5	5.0
71. WINCHENDON	7,293	186	C	8.40	6.69	8.02	5.41	67	1.63	20	3.76	4.65	35	35	37	2.9
72. WRENTHAM	8,191	172	E	12.02	11.56	12.02	7.40	62	2.79	23	3.22	5.42	48.5	44.5	35	4.0

Population Group IV
(10,000-24,999)

POPULATION GROUP IV (10,000 - 24,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
1. ABINGTON	13,579	120	E	12.07	10.60	11.14	7.70	69	2.05	18	3.01	4.48	53	42.5	35	6.4
2. ACTON	17,672	92	E	18.20	17.72	17.58	13.88	79	2.98	17	3.82	10.61	67	56	40	13.4
3. ADAMS	10,181	153	W	12.65	10.85	11.81	8.43	71	2.54	21	3.67	7.50	55	55	35	5.7
4. AMESBURY	14,563	109	E	16.91	16.91	16.82	12.41	74	2.94	17	7.01	8.24	58	58	35	12.0
5. ASHLAND	10,328	152	E	5.98	5.95						3.57	4.08			35	4.1
6. ATHOL	10,560	151	C	15.01	15.01	14.80	10.31	70	2.84	19	3.56	8.41	62	53	40	8.1
7. AUBURN	14,477	111	C	19.73	19.62	19.41	12.02	62	3.61	19	3.69	9.46	61.5	51.5	35	11.3
8. BEDFORD	12,800	130	E	29.36	28.30	27.84	18.21	65	5.80	21	4.98	11.57	67	64	40	14.0
9. BELLINGHAM	14,071	115	E	8.34	5.61	5.49	3.46	63	1.54	28	2.03	3.13	48	42	35	5.2
10. BOURNE	14,995	107	E	12.63	12.16	12.21	8.69	71	1.98	16	3.27	5.09	50	50	37.5	9.5
11. BRIDGEWATER	17,813	90	E	18.93	18.20	17.91	12.95	72	2.87	16	4.04	7.58	58	43	35	14.7
12. BURLINGTON	22,959	69	E	14.25	13.27	13.84	9.84	71	2.89	21	2.74	5.11	63	52	35	13.1
13. CANTON	18,177	86	E	19.50	19.18	19.42	14.23	73	3.30	17	4.42	7.98	51.5	51.5	35	14.6
14. CLINTON	12,441	132	C	8.90	8.90	8.90	6.04	68	1.50	17	7.48	3.51	43	42	37	5.6
15. CONCORD	16,455	100	E	41.93	34.77	42.26	29.18	69	6.19	15	13.44	12.89	71	60	37.5	26.9
16. DANVERS	24,087	68	E	18.16	15.78	18.16	12.54	69	3.77	21	4.68	8.52	64	60	37.5	19.0
17. DARTMOUTH	24,840	64	E	14.03	13.90	14.03	9.47	67	2.61	19	3.95	7.52	60	60	35	17.3
18. DEDHAM	24,399	66	E	17.68	16.12	16.80	12.39	74	2.16	13	6.94	5.18	64	64	37.5	17.9
19. DENNIS	13,545	121	E	6.03	3.35											
20. DRACUT	22,899	70	E	9.60	9.52	9.52	6.17	65	1.46	15	2.44	3.81	60	49	35	9.1
21. DUXBURY	13,174	126	E	21.09	18.09	21.07	12.58	60	4.19	20	4.89	8.17	62	58	40	11.0
22. EAST BRIDGEWATER	10,167	154	E	15.06	14.48	15.10	10.08	67	3.03	20	4.75	4.37	52	47	35	7.8
23. EAST LONGMEADOW	12,535	131	W	20.24	19.25	19.61	13.12	67	3.33	17	4.58	10.57	62	52	37	11.4
24. EASTHAMPTON	16,189	103	W	6.87	4.68	6.84	4.75	69	1.03	15	2.29	3.42	50.5	50.5	35	4.3
25. EASTON	17,719	91	E	7.20	0.58	7.07	4.02	57	1.10	16	2.71	3.56	50	28	35	6.8
26. FAIRHAVEN	15,646	104	E	13.77	11.82	12.86	6.64	52	2.52	20	5.82	4.60	60	60	37	8.3

POPULATION GROUP IV (10,000 - 24,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
27. FOXBOROUGH	14,388	112	E	18.00	17.69	17.71	12.22	69	3.62	20	4.29	7.28	52	50	35	10.9
28. FRANKLIN	19,023	83	E	9.50	8.46	9.09	6.81	75	1.45	16	2.50	5.34	58	51	35	8.7
29. GARDNER	18,150	88	C	16.06	13.22	15.70	9.51	61	3.17	20	3.40	9.85	60	52	37.5	12.0
30. GRAFTON	11,850	138	C	9.10	7.99	8.47	4.83	57	2.12	25	4.13	2.64	45	38	35	5.6
31. GREENFIELD	18,073	89	W	14.18	12.60	12.90	9.65	75	2.10	16	4.70	5.89	54	41	37.5	10.7
32. HANOVER	11,403	143	E	13.50	11.89	12.62	7.55	60	2.70	21	5.38	7.71	51	44	35	6.3
33. HARVARD	13,174	125	C	9.00	7.79	9.00	4.36	48	2.66	30	2.37	3.16	49	47	30	4.4
34. HINGHAM	19,942	78	E	27.41	23.03	26.13	18.55	71	4.05	15	9.30	15.42	59	52	35	24.5
35. HOLBROOK	10,992	146	E	14.38	12.68	12.71	8.20	65	2.83	22	3.99	5.52	49	49	37.5	6.5
36. HOLDEN	13,512	122	C	18.46	17.76	17.76	11.61	65	2.96	17	2.72	5.39	55	46	35	9.6
37. HOLLISTON	12,900	129	E	10.99	10.04	9.63	6.43	67	1.81	19	3.27	3.95	52	45	37.5	6.3
38. HUDSON	17,369	95	C	14.04	12.96	12.96	9.17	71	2.53	20	2.54	6.94	61	53	37.5	10.5
39. IPSWICH	11,566	142	E	16.09	15.46	15.71	10.68	68	3.35	21	5.14	7.54	54.5	46	37.5	9.2
40. LONGMEADOW	16,213	102	W	15.70	14.10	15.02	9.01	60	3.04	20	3.86	9.42	57	50	37	10.9
41. LUDLOW	18,348	89	W	8.02	7.50	7.50	5.08	68	1.50	20	1.89	3.45	54.5	49.5	40	6.1
42. LYNNFIELD	11,191	145	E	21.09	19.52	21.13	14.46	68	4.76	23	6.25	12.52	64	56	35	9.4
43. MANSFIELD	14,089	114	E	11.30	10.65	10.35	6.93	67	2.37	23	2.92	5.40	52	45	36	6.8
44. MARBLEHEAD	19,755	79	E	24.46	24.23	24.16	16.74	69	4.87	20	4.69	11.62	64	60	40	22.4
45. MARSHFIELD	21,881	74	E	12.73	12.22	12.05	8.83	73	2.09	17	2.85	7.68	59	59	37.5	11.7
46. MEDFIELD	10,564	150	E	11.07	10.62	11.02	7.06	64	2.28	21	3.11	7.23	56	52	37.5	9.7
47. MIDDLEBOROUGH	17,116	97	E	13.51	11.30	11.71	6.78	58	4.05	35	6.41	3.96	52	52	37.5	7.9
48. MILFORD	24,115	67	C	22.78	21.38	21.47	13.23	62	4.89	23	1.62	5.03	62	54	35	19.7
49. MILLBURY	11,683	141	C	12.71	12.22	12.22	7.23	59	2.70	22	2.87	3.64	41	41	35	7.1
50. NEWBURYPORT	16,545	99	E	17.89	15.82	16.19	11.40	70	3.14	19	4.47	5.76	60	55	35	13.7
51. NORTH ADAMS	17,387	94	W	8.88	8.36	7.88	5.85	74	1.39	18	2.42	3.63	53	49	37.5	8.1
52. NORTH ANDOVER	21,670	76	E	13.83	12.73	13.96	9.06	65	2.64	19	3.00	5.82	67	56	37.5	11.9

POPULATION GROUP IV (10,000 - 24,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP % TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP % TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
53. NORTH ATTLEBOROUGH	21,787	75	E	7.70	7.07	7.72	5.22	68	1.42	18	1.63	3.53	50	39	37	9.4
54. NORTH READING	11,799	139	E	13.68	12.45	12.21	7.90	65	2.85	23	3.17	3.52	54	48	35	6.5
55. NORTHBOROUGH	10,741	149	C	27.20	25.74	26.93	16.36	61	5.82	22	5.12	11.66	54	54	40	12.5
56. NORTHBRIDGE	12,265	134	C	10.22	8.84	9.80	6.02	61	2.19	22	4.44	5.17	40.5	37.5	35	5.2
57. NORTON	13,156	127	E	7.75	6.26	7.75	4.72	61	2.03	26	1.96	3.39	44	40	35	4.1
58. OXFORD	11,891	137	C	10.46	9.70	9.55	6.86	72	1.63	17	2.36	3.17	42	38	37.5	5.6
59. PALMER	11,756	140	W	17.85	16.69	17.85	10.39	58	3.30	19	4.76	13.77	57.5	47	35	10.4
60. PEMBROKE	13,882	117	E	8.06	6.93	7.30	4.54	62	1.77	24	3.18	4.61	51	51	37.5	4.9
61. READING	22,545	72	E	18.56	17.27	20.19	13.75	68	3.24	16	4.17	12.27	68.5	60	37.5	20.6
62. ROCKLAND	15,476	105	E	10.64	9.34	10.49	7.48	71	1.87	18	2.46	4.91	54	47	35	9.5
63. SANDWICH	10,756	148	E	21.07	18.50	21.07	12.69	60	3.83	18	3.94	9.95	42	42	35	9.2
64. SCITUATE	17,273	96	E	16.32	15.31	16.23	10.48	65	3.02	19	3.97	8.45	56	52	35	10.4
65. SEEKONK	12,355	133	E	13.13	13.13	13.13	8.89	68	2.69	20	3.61	8.61	49	49	32.5	7.6
66. SHARON	14,197	113	E	20.37	19.72	20.37	13.22	65	4.52	22	4.62	9.75	50.5	50.5	37.5	12.4
67. SHREWSBURY	22,548	71	C	21.02	19.87	21.51	12.41	58	3.50	16	4.55	7.44	59	55	37.5	19.8
68. SOMERSET	18,174	87	E	13.78	13.78	13.78	9.84	71	2.75	20	4.07	7.37	71	68	35	12.9
69. SOUTH HADLEY	16,315	101	W	15.42	15.42	15.42	10.09	65	3.17	21	3.02	9.18	54	48	35	10.3
70. SOUTHBRIDGE	16,629	98	C	14.84	13.27	14.71	8.98	61	2.96	20	3.68	6.15	62	58	37.5	10.5
71. SPENCER	11,265	144	C	9.54	6.13	8.43	4.87	58	2.44	29	2.73	5.20	50	50	25	4.1
72. STONEHAM	22,450	73	E	16.51	16.51	15.91	11.17	70	2.55	16	3.54	7.08	62	51	35	15.8
73. SUDBURY	13,993	116	E	23.44	22.61	22.63	16.03	71	3.56	16	4.01	12.29	64	52	35	11.2
74. SWAMPSCOTT	13,499	123	E	20.30	18.60	19.21	13.61	71	3.67	19	5.57	7.83	60	52	35	11.3
75. SWANSEA	15,442	106	E	6.02	5.52	6.02	3.62	60	1.72	29	3.62	4.49	50	50	37.5	5.0
76. TEWKSBURY	24,556	65	E	7.18	6.20	7.18	5.05	70	1.15	16	1.75	2.88	58	55	37.5	6.4
77. WALPOLE	19,293	81	E	15.76	14.58	15.20	9.50	63	3.39	22	4.89	6.30	63	52	35	12.8
78. WAREHAM	19,206	82	E	7.81	6.79	7.05	4.51	64	1.75	25	1.80	5.10	52.5	50	40	6.6

POPULATION GROUP IV (10,000 - 24,999)

	MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
79.	WAYLAND	12,211	135	E	25.81	25.32	25.95	18.50	71	4.77	18	5.93	9.38	67	57	35	12.3
80.	WEBSTER	14,795	108	C	8.35	7.80	7.77	5.34	69	1.86	24	4.22	5.36	49	49	35	5.9
81.	WESTBOROUGH	13,261	124	C	23.04	22.45	21.86	14.62	67	4.30	20	3.56	8.89	53	53	35	12.2
82.	WESTFORD	14,537	110	E	21.69	20.57	19.98	14.07	70	3.64	18	3.84	7.45	59	44	37.5	13.7
83.	WESTON	10,908	147	E	31.37	30.50	30.76	19.48	63	5.87	19	5.74	10.87	61	53	37.5	13.8
84.	WESTPORT	13,861	118	E	7.35	7.24	7.18	4.89	68	1.25	17	2.31	4.39	48	48	35	5.0
85.	WESTWOOD	12,976	128	E	32.91	32.17	30.92	22.07	71	4.87	16	6.49	11.76	67	60	35	16.0
86.	WHITMAN	13,684	119	E	6.66	5.31	6.30	3.42	54	1.88	30	2.15	2.22	48.5	45	35	4.2
87.	WILBRAHAM	12,166	136	W	17.10	15.63	16.13	9.84	61	2.85	18	4.59	9.29	59	52	35	8.5
88.	WILMINGTON	17,442	93	E	17.54	16.72	17.54	11.75	67	2.62	15	4.46	6.26	60	52	35	11.8
89.	WINCHESTER	20,021	77	E	29.52	28.15	29.00	19.70	68	4.74	16	6.28	11.44	63	44.5	35	21.8
90.	WINTHROP	18,896	84	E	10.34	9.35	9.33	7.37	79	1.40	15	3.92	3.40	50	43	35	10.5
91.	YARMOUTH	19,690	80	E	7.97	6.50	7.56	3.70	49	2.14	28	3.43	8.47	50	50	35	7.0

Population Group V
(25,000-49,999)

POPULATION GROUP V (25,000 - 49,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
1. AGAWAM	26,754	56	W	12.77	11.47	12.70	7.40	58	2.87	23	3.35	4.85	65	57	35	12.6
2. AMHERST	32,804	42	W	19.82	19.50	19.74	12.77	65	3.29	17	3.91	7.53	63	59	37.5	31.3
3. ANDOVER	27,203	53	E	27.59	27.10	27.59	17.78	64	4.99	18	7.49	11.81	71	60	37.5	29.6
4. ARLINGTON	45,640	24	E	19.86	19.21	19.63	14.19	72	3.02	15	3.75	8.03	68	60	35	39.1
5. ATTLEBORO	33,861	40	E	12.18	10.24	11.20	7.22	64	1.96	18	3.18	4.40	63	50.5	35	17.8
6. BARNSTABLE	35,080	38	E	26.24	17.42	25.25	13.02	52	3.95	16	5.97	10.39	63.5	65	35	34.7
7. BELMONT	25,400	60	E	28.17	27.86	27.72	20.11	73	4.96	18	5.69	9.54	69	65	35	26.8
8. BEVERLY	37,475	33	E	14.18	13.76	13.54	8.84	65	3.16	23	3.95	7.58	69	60	35	20.8
9. BILLERICA	37,608	32	E	8.86	8.42	8.23	5.45	66	1.37	17	1.65	3.58	64	56	37.5	12.2
10. BRAINTREE	35,451	37	E	18.53	18.20	17.17	12.58	73	2.37	14	2.54	5.86	64	55	38	27.7
11. CHELMSFORD	31,150	44	E	19.34	18.27	18.60	12.53	67	3.39	18	2.99	7.54	68	65	37.5	24.5
12. CHELSEA	26,058	58	E	11.69	10.40	10.10	7.82	77	2.02	20	5.68	4.25	63	42	35	12.0
13. EVERETT	36,511	36	E	12.45	11.68	11.79	8.76	74	1.82	15	5.38	2.95	72	56	37	19.5
14. FALMOUTH	25,007	63	E	22.96	20.20	22.16	15.42	70	3.35	15	4.94	11.28	59	61	37.5	27.2
15. FITCHBURG	39,740	28	C	17.61	14.91	16.97	11.45	67	2.85	17	4.50	6.17	63.5	53	37.5	31.1
16. GLOUCESTER	28,092	51	E	13.22	10.90	12.71	9.76	77	1.71	13	3.83	5.11	63	59	40	16.2
17. HAVERHILL	47,715	22	E	13.65	9.23	13.65	8.27	61	1.91	14	3.87	3.74	65.5	61.5	40	28.3
18. HOLYOKE	43,090	27	W	8.34	5.40	7.38	4.63	63	1.53	21	3.49	2.14	64	52	35	13.9
19. LEOMINSTER	34,624	39	C	13.17	12.21	12.17	8.76	72	1.99	16	3.20	4.59	64	60	37.5	18.8
20. LEXINGTON	29,033	48	E	35.66	31.41	35.44	23.53	66	5.76	16	8.14	17.55	70	66	37	41.6
21. MARLBOROUGH	31,550	43	E	13.57	12.28	13.12	9.25	70	2.01	15	3.88	6.35	64	54	35	19.8
22. MELROSE	29,123	47	E	13.72	12.96	13.72	9.78	71	2.14	16	3.90	6.89	64	56	37	18.6
23. METHUEN	38,447	30	E	5.92	1.57	5.72	3.32	58	1.43	25	1.39	2.34	64	56	35	10.6
24. MILTON	25,696	59	E	20.22	18.21	20.06	13.65	68	3.38	17	4.81	7.49	68.5	56.5	37.5	19.6
25. NATICK	30,198	45	E	20.05	18.05	19.50	13.47	69	2.95	15	4.25	7.03	64.5	56.5	37.5	22.7
26. NEEDHAM	27,310	52	E	22.98	21.88	22.39	15.31	68	3.76	17	4.93	10.82	68	64	37.5	25.0

POPULATION GROUP V (25,000 - 49,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS OPEN SUM	HRS IN WORK WEEK	FTE
27. NORTHAMPTON	29,179	46	W	21.28	16.69	20.46	14.60	71	3.28	16	11.62	7.15	70	70	37.5	29.4
28. NORWOOD	28,918	49	E	18.03	18.03	18.03	13.03	72	2.68	15	3.17	6.38	72	60	35	16.4
29. PEABODY	46,140	23	E	15.37	13.62	13.62	7.18	53	3.46	25	2.12	2.56	69	65	35	23.6
30. PLYMOUTH	38,384	31	E	13.87	11.01	11.75	8.94	76	1.62	14	1.96	4.66	63	54.5	37.5	14.1
31. RANDOLPH	28,355	50	E	9.61	9.45	9.27	6.46	70	1.55	17	1.49	5.93	64	46	35	11.1
32. REVERE	43,141	26	E	4.26	3.77	4.70	3.11	66	0.88	19	0.84	0.89	65	53	40	10.6
33. SALEM	38,555	29	E	13.59	12.02	13.51	9.47	70	1.98	15	4.34	3.09	64	64	35	21.9
34. SAUGUS	25,313	61	E	8.15	7.66	8.15	6.28	77	1.41	17	2.60	3.34	57	46	37.5	8.7
35. STOUGHTON	27,126	54	E	14.43	13.93	13.93	9.60	69	2.53	18	3.55	5.22	64	55.5	35	14.8
36. TAUNTON	45,411	25	E	10.20	8.54	10.20	7.52	74	1.83	18	6.07	3.73	64	55	35	26.5
37. WAKEFIELD	25,112	62	E	21.12	21.12	20.55	14.13	69	3.44	17	3.57	6.72	64	56	35	19.0
38. WATERTOWN	33,430	41	E	26.52	26.52	26.33	19.43	74	3.47	13	3.84	5.52	61	49	37	36.3
39. WELLESLEY	26,658	57	E	33.95	32.37	32.94	21.87	66	5.15	16	7.59	14.62	65	62	35	33.7
40. WEST SPRINGFIELD	26,965	55	W	12.45	11.34	11.76	7.07	60	1.93	16	3.43	4.83	64	50	37..	13.2
41. WESTFIELD	36,924	35	W	15.66	11.58	14.68	9.58	65	2.15	15	4.15	6.28	63	54.5	37	23.8
42. WOBURN	37,251	34	E	11.22	10.16	10.40	7.35	75	1.35	13	2.51	2.40	65	49.5	37.5	16.4

Population Group VI
(50,000-99,999)

POPULATION GROUP VI (50,000 - 99,999)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
1. BROCKTON	95,892	5	E	11.86	10.24	10.74	8.17	76	1.34	12	3.12	3.53	64	52	35	46.6
2. BROOKLINE	53,302	20	E	33.46	32.02	33.34	23.89	72	5.30	16	7.25	8.66	63	61	37	61.0
3. CAMBRIDGE	92,535	7	E	19.54	19.02	19.46	14.07	72	2.43	12	4.83	6.10	68	60	37.5	69.0
4. CHICOPEE	56,464	17	W	8.82	8.28	8.77	6.21	71	1.24	14	1.69	2.82	63	48	35	25.3
5. FALL RIVER	92,038	8	E	6.64	6.47	6.37	4.43	70	1.13	18	4.14	2.17	64	56	35	28.0
6. FRAMINGHAM	64,844	13	E	18.53	17.35	18.09	13.49	75	2.89	16	3.68	7.75	67.5	64.5	37.5	47.8
7. LAWRENCE	64,432	14	E	10.23	8.63	9.77	5.79	59	1.50	15	3.59	1.46	64	56	35	25.6
8. LOWELL	93,473	6	E	7.33	5.83	6.72	4.48	67	1.51	23	2.29	1.37	63.5	52.5	35	24.7
9. LYNN	79,264	11	E	11.08	9.77	11.03	8.61	78	1.60	14	3.40	1.99	64	50	35	45.0
10. MALDEN	53,604	19	E	12.49	10.76	12.49	8.42	67	1.71	14	4.17	2.46	66	54	35	28.4
11. MEDFORD	57,343	16	E	12.51	11.97	11.92	9.19	77	1.52	13	2.31	2.78	65	57	35	26.4
12. NEW BEDFORD	97,738	4	E	11.44	9.00	11.55	8.77	76	1.60	14	4.73	3.90	64	64	35	54.2
13. NEWTON	82,237	10	E	18.53	17.46	18.20	13.53	74	2.59	14	5.06	5.78	68	65	37.5	71.7
14. PITTSFIELD	50,340	21	W	12.30	10.84	11.92	9.32	78	1.94	16	3.80	7.53	68	49	35	29.3
15. QUINCY	83,682	9	E	15.51	14.49	14.99	11.05	74	1.81	12	2.67	4.67	64	56	35	41.6
16. SOMERVILLE	75,836	12	E	12.11	10.58	12.10	9.15	76	1.76	15	2.94	1.94	63	57	35	40.9
17. WALTHAM	57,713	15	E	9.53	9.13	9.13	7.32	80	1.13	12	2.68	3.89	63	53	35	26.0
18. WEYMOUTH	54,273	18	E	12.62	11.15	12.60	9.59	76	1.79	14	2.86	3.96	67	56	35	28.5

Population Group VII
(100,000+)

POPULATION GROUP VII (100,000+)

MUNICIPALITY	'84 POP	POP RNK	REG	TOT OPRTG INC $ P C	APPRO MUNIC INC $ P C	TOT OPRTG EXP $ P C	SALARY EXP $ PER CAP	SALARY EXP $ TOT EXP	MATERLS EXP $ PER CAP	MATERLS EXP $ TOT EXP	HLDGS P C	CIRC P C	HOURS WIN	HOURS SUM	HRS IN WORK WEEK	FTE
1. BOSTON	570,719	1	E	29.39	27.69	28.97	19.25	66	4.61	16	10.69	3.01	68	64	35	668.7
2. SPRINGFIELD	150,454	3	W	29.97	26.14	26.14	18.24	70	4.19	16	4.64	8.49	68	52	37.5	163.1
3. WORCESTER	159,843	2	C	19.75	17.46	18.42	13.11	71	2.37	13	5.35	4.56	65	52.5	40	125.9

Section Three:

FY88 LIG & MEG Application Page 2

Annual Report Information Survey

Last Page

A. FY88 TOTAL OPERATING INCOME (no cents) — BUDGETED

Sources of Income	APPROPRIATED	NOT APPROPRIATED
1. Municipal Funds		
2. Carry-over From FY87 Appropriation		
3. Dog Tax Fund		
4. Additional Aid to Public Libraries		
5. Trusts and Endowments		
6. Monetary Gifts		
7. Other & Miscellaneous		
8. FY87 &/or FY88 LIG		
9. FY87 &/or FY88 MEG		

FY88 BOX A	Total Appropriated Municipal Income for 7/1/87-6/30/88	

B. FY88 CAPITAL PROGRAMS*

1. Income
   - a. Appro. Municipal Income .....
   - b. Additional Aid to Public Libraries
   - c. FY87 &/or FY88 LIG .....
   - d. FY87 &/or FY88 MEG .....
   - e. Additional Monies .....

TOTAL BOX B1

* Funds reported in Section B should not be reported in Section A.

C. FY87 TOTAL OPERATING INCOME (no cents) — ACTUAL

Sources of Income	APPROPRIATED	NOT APPROPRIATED
1. Municipal Funds		
2. Carry-over From FY86 Appropriation		
3. FY86 LIG		
4. Dog Tax Fund		
5. Additional Aid to Public Libraries		
6. Trusts and Endowments		
7. Monetary Gifts		
8. Other & Miscellaneous		
9. FY87 LIG		
10. FY87 MEG		

FY87 BOX C	Total Appropriated Municipal Income for 7/1/86-6/30/87	

D. FY87 CAPITAL PROGRAMS & OUTLAYS*

1. Income
   - a. Appro. Municipal Income .....
   - b. Additional Aid to Public Libraries
   - c. FY87 LIG .....
   - d. FY87 MEG .....
   - e. Additional Monies .....

TOTAL BOX D1

BOX D2

2. Expenditures .....

* Funds reported in Section D should not be reported in Sections C or E. Please see Instructions.

Municipal Appropriation Requirement

TOTAL APPROPRIATED MUNICIPAL INCOMES FOR FISCAL YEARS 1988 TO 1985

FY 1988 (BOX A)	FY 1987 (BOX C)	FY 1986	FY 1985

p. 2

INSTRUCTIONS FOR FISCAL YEAR 1988 LIBRARY INCENTIVE GRANT &/OR MUNICIPAL EQUALIZATION GRANT APPLICATION
(Excerpts regarding Income and Expenditures; see sections C and D for FY87 data)

A ✓ **indicates new or substantially revised instructions.** PLEASE read these instructions before completing the application and call the LIG/MEG Unit staff at 1-800-952-7403 or 267-9400 if you have any questions.

✓ **Applying for both the FY88 LIG and FY88 MEG?** - please complete all pages of this application, check both boxes at the bottom of page 4, and have the application signed by the Chair of the Board of Trustees.

✓ **Applying only for an FY88 MEG?** - please complete page 2, check the last box at the bottom of page 4, and have the application signed by the Chair of the Board of Trustees.

Instructions corresponding to each page of the Application are separated below by a solid horizontal line.

p1 At the bottom of the page give the inclusive dates of the fiscal year for which you are reporting only if it differs from a July 1 through June 30 year.

✓ **p2 A** **FY88 TOTAL OPERATING INCOME (no cents) - BUDGETED**

Exclude - Income earmarked for capital programs and outlays

In Section A, for each source of income listed, indicate in the relevant columns the amounts budgeted for operating the library in FY88 (1 July '87 - 30 June '88).

p2 A1 **Municipal Funds**

Include + revenue, such as from the local tax levy, appropriated for operating expenditures
+ funds and transfers through the supplemental budget process
Exclude - and report separately, if possible, these sources of income. Such reporting helps identify the frequency with which various sources contribute to public library funding
- Carry-over from FY87 Appropriation
- Dog Tax Fund
✓ - Federal Revenue Sharing and report it under Other & Miscellaneous
- Additional Aid to Public Libraries
- Other & Miscellaneous
- Library Incentive Grant (LIG) and Municipal Equalization Grant (MEG)

A2 **Carry-over From FY87 Appropriation**

Include + FY87 appropriated monies which were unencumbered and unexpended that year and authorized by the municipality for operating expenses during FY88
Exclude - FY87 LIG and/or FY87 MEG

A3 **Dog Tax Fund**

A4 **Additional Aid to Public Libraries:**

Include + the monies from line B.8 of the FY88 Cherry Sheet. The Cherry Sheet labeled these monies as "Additional Aid to Public Libraries"; informally they have also been referred to as the "supplemental aid".

Exclude - the FY88 LIG and MEG monies which were noted on line B10 (labeled Public Libraries) of the FY88 Cherry Sheet.

A5 **Trusts and Endowments**

Include + interest or other income from trusts and endowments expected between 1 July 1987 - 30 June 1988. If some or all of your trust funds and/or endowments do not follow the July - June fiscal year, please indicate that on the bottom line of page 1.

Exclude - the principal of trusts and endowments

A6 **Monetary Gifts**

Include + monetary gifts received from civic and business organizations and foundations as well as from individuals

Exclude - estimated or fair market value of non-monetary gifts (such as books, paintings, furniture, etc.)

- grants from foundations or civic and business organizations

A7 **Other and Miscellaneous**

Include + revenue not specified elsewhere in section A. Such revenue may be from Federal Revenue Sharing, fines, fees, (such as from photocopiers, public access microcomputers or rentals), the sale of inventory and fixed assets, or proceeds from fund raising projects and consignment shops.

Exclude - receipts retained by the municipality and not authorized for the library's operating expenses. Also exclude these monies:

1. non-governmental grant monies received as a result of a proposal prepared in response to the requirements of the grantor. Grantors may include civic and business organizations and foundations.
2. LSCA and other federal grant monies except Federal Revenue Sharing which should be reported here.
3. federally subsidized employment programs such as those funded under the Older Americans Act
4. federal income earmarked for capital programs and outlays

5. Income from state government grants, such as the State Competitive Grant and those awarded by the Massachusetts Arts Lottery Council, except report the LIG, MEG and Additional Aid to Public Libraries, noted in A8-9 and A4.

- under, APPROPRIATED, receipts retained by the municipality and not authorized for the library's operating expenses.

✓ A8 FY87 and/or FY88 LIG - **Report all income in NOT APPROPRIATED Column**

Include + the FY87 and/or FY88 funds that have been budgeted for operating library services during FY88. Based on the budget language funding the grants, we will be considering these funds as "not appropriated". Therefore, **please report such income in the "NOT APPROPRIATED" column even if town meeting took action giving the funds to the library.**

Exclude - here, but report in Section B, any amount set aside for capital outlays
- funds carried over from FY87.

✓ A9 FY87 and/or FY88 MEG - **Report all income in NOT APPROPRIATED column**

Include + the FY87 and/or FY88 funds that have been budgeted for operating library services during FY88. Based on the budget language funding the grants, we will be considering these funds as "not appropriated". Therefore, **please report such income in the "NOT APPROPRIATED" column even if town meeting took action giving the funds to the library.**

Exclude - here, but report in Section B, any amount set aside for capital outlays.
- funds carried over from FY87.

p2 Box A Add lines A1-7 in the APPROPRIATED column and place the sum in Box A labeled FY88 "Total Appropriated Municipal Income."

✓ p2 B FY88 CAPITAL PROGRAMS

In general, record here the income for the hardware associated with the library's automated systems and/or automated networks for resource sharing. Also record here the income for the library's creation of machine-readable records in a retrospective conversion project if it was not reported as part of operating income.

p2 B1 **INCOME (Capital)**

Include + income for capital programs or outlays. These may generally be defined as extraordinary and non-recurring programs, such as construction, renovation, improvement, expansion, or repair of a library building, resulting in the acquisition of, or addition to, fixed assets which will remain usable in excess of one year.

Municipalities, however, often have their own definition of what constitutes a capital program or outlay. If available, use the municipality's definition or that of the Board of Trustees.

Note that any income reported here in section B1 should not be reported in section A.

B1a Appro Municipal Income (Capital)

Include + appropriations for capital programs and outlays from these sources of income: Municipal Funds, Carry-over From FY87 Appropriation, Dog Tax Fund, and Federal Revenue Sharing.
Exclude - and report separately below capital outlays from Additional Aid to Public Libraries, FY87 and/or FY88 LIG and/or MEG and Additional Monies

B1b Additional Aid to Public Libraries (Capital)

Include + Additional Aid to Public Library monies appropriated for library capital programs and outlays. Additional Aid to Public Libraries monies were reported to municipalities on line B.8 of the FY88 Cherry Sheet and informally have been called "supplemental aid" funds.
Exclude - any LIG and MEG monies designated for Capital programs and outlays. Such income should be reported on line B1c and d.

✓ **B1c FY87 and/or FY88 LIG (Capital)**

Include + money if budgeted for capital outlays rather than for operating income and expenditures.

✓ **B1d FY87 and/or FY88 MEG (Capital)**

Include + money if budgeted for capital outlays rather than for operating income and expenditures

B1e Additional Monies (Capital)

Include + income for capital programs and outlays from these sources of income:
Interest from trusts and endowments
monetary gifts
Other and Miscellaneous sources excluding federal revenue sharing
federal monies excluding federal revenue sharing
state monies other than those received from the Board of Library Commissioners and the Additional Aid to Public Libraries

p2 Box B1 **Add lines B1a-e and place the sum in the box below labeled B1.**

✓ p2 C **FY87 TOTAL OPERATING INCOME (no cents) - ACTUAL**
In Section C, for each source of income listed, indicate in the relevant columns the amounts received for operating the library in FY87 (1 July '86 - 30 June '87).

With some exceptions, Section C asks for essentially the same information for FY87 that was requested in Section A for FY88. Section C asks for a report of actual operating income received by the library for operating services in FY87 whereas Section A asked for operating income budgeted for FY88. For FY87, some of the possible income sources various libraries may have had differ from those we have listed for FY88. For the similar income sources, we are not repeating the instructions but ask you to refer back to Section A.

p2 C1 **Municipal Funds**

Include + same as for Section A
Exclude - essentially same as for Section A, except exclude
- Carry-over from FY86 Appropriation
- FY86 LIG, FY87 LIG and/or FY87 MEG

C2 **Carry-over From FY86 Appropriation**

Include + same as for Section A, except its carry-over from FY86

C3 **FY86 LIG**

Include + If reporting under "APPROPRIATED", only the amount of funds authorized by the municipality during FY87 for the library's operating expenses.
Exclude - Additional Aid to Public Libraries and the FY87 LIG and FY87 MEG

C4 **Dog Tax Fund**

C5 **Additional Aid to Public Libraries:**

Include + same as for Section A except the monies were on line B.9 of the FY87 Cherry Sheet.
Exclude - same as for Section A except the FY87 LIG monies were on line B.11 of the FY87 Cherry Sheet.

C6 **Trusts and Endowments**

Include + same as for Section A except these are monies received between 1 July 1986 - 30 June 1987.
Exclude - same as for Section A

C7 **Monetary Gifts**

Include and Exclude - same as for Section A

C8 Other and Miscellaneous

Include + revenue not specified elsewhere in section C. Such revenue is the same type as noted for Section A

Exclude - receipts retained by the municipality and not authorized for the library's operating expenses; the same types of receipts noted for Section A except report, if any, the LIG, MEG and Additional Aid to Public Libraries monies noted in A3, A9, A10, & A5.

✓ C9 FY87 LIG

Include + the FY87 funds, if any, that were received for operating library services during FY87. Based on the budget language funding the grant, we will be considering these funds as "not appropriated". Therefore, **please report such income in the "NOT APPROPRIATED" column even if town meeting took action giving the funds to the library.**

Exclude - here, but report in Section D, any set aside for capital outlays.

✓ C10 FY87 MEG

Include + the FY87 funds, if any, that were received for operating library services during FY87. Based on the budget language funding the grant, we will be considering these funds as "not appropriated". Therefore, **please report such income in the "NOT APPROPRIATED" column even if town meeting took action giving the funds to the library.**

Exclude - here, but report in Section D, any set aside for capital outlays.

p2 Box C Add lines C1-8 in the APPROPRIATED column and place the sum in Box C labeled FY87 "Total Appropriated Municipal Income."

p2 D FY87 CAPITAL PROGRAMS AND OUTLAYS

Section D asks for the same type of income as noted for Section B, and expenditures data

p2 D1 INCOME (Capital)

Include - same types of income as noted for Section A. **Note that any income reported here in section D1 should not be reported in section C.**

D1a Appro Municipal Income (Capital)

Include + same as for Section A except: carry-over is from FY86, and may include FY86 LIG.

Exclude - items listed separately below

D1b Additional Aid to Public Libraries - (CAPITAL)

Include + same as noted for Section A except was on line B.9 of FY87 Cherry Sheet

Exclude - same as for Section A

✓ D1c **FY87 LIG (CAPITAL)**

Include + if received for capital rather than for operating

✓ D1d **FY87 MEG (CAPITAL)**

Include + if received for capital rather than for operating

D1e **Additional Monies (Capital)**

Include + same types of monies as noted for Section A

p2 Box D1 **Add lines D1a-e and place the sum in the box below labeled D1.**

p2 D2 **Expenditures (Capital)**

Include + all expenditures and encumbrances for capital programs and outlays taken from the sources of income listed above in D1a-e.
Note that any expenditures reported in section D2 should not be reported in section E.

p2 Box D2 **Place the sum of all such expenditures and encumbrances in the box labeled D2.**

p3 E **FY87 TOTAL OPERATING EXPENDITURES (no cents) - ACTUAL**

Include + expenditures and encumbrances from income reported above in C1-10
+ expenditures, defined as the cost of goods delivered or services rendered
+ encumbrances, defined as a contingent liability in the form of purchase orders, contracts, or salary commitments which were not yet paid as of the last day of the fiscal year, but are to be paid out of FY87 Sources of Income. An example of an encumbrance is an order for books not yet received (or paid for) on the last day of the fiscal year, but for which funds are reserved (encumbered) to pay the bill when received. If in doubt as to whether or not a particular purchase order or other commitment is an encumbrance, check with your accountant.

Exclude - expenditures and encumbrances from income reported in D1a-e (Capital Programs and Outlays)

p3 E1 **Salaries**

Include + expenditures and encumbrances from income reported in C1-10
+ total salaries paid all staff (full-time, part-time, seasonal, substitute, hourly, etc.) holding positions routinely included in the library budget year after year

Exclude - contracted building maintenance services
- salaries paid with federal monies (LSCA, Older Americans Act, etc.) other than federal

revenue sharing
- salaries paid by other municipal departments or from the State Competitive Grant Program
- pension and fringe benefit expenditures (if either or both are paid from the library's income, include the amount expended in "Other Operating Expenditures" Box E3 below.)

p3 Box E1 **Place the amount of salary expenditures/encumbrances to the right in Box E1 labeled "Total Salary Expenditures."**

p3 E2a1-3 **Library Print Materials**

Include + pendltures and encumbrances from income reported in C1-10
+ for books, the amount expended and encumbered for books and other printed materials catalogued or made ready for use (processed) in the same manner as books
+ separate amounts for periodicals and microforms, if possible

p3 Sub-total **Add lines E2a1-3 and place the total below in the box labeled "Library Print Materials Expenditures subtotal."**

p3 E2b **Library Non-Print and Additional Materials**

Include + expenditures and encumbrances for income reported in C1-10
+ audio recordings (LP records, compact disc, and audio cassettes)
+ 8 and 16mm films if they are part of the library's permanent collection
+ video recordings (video cassettes and videodiscs) if they are part of the library's permanent collection
+ other AV materials which require the use of special equipment to be seen or heard
+ additional non-book library materials which do not require the use of special equipment to be seen or heard, e.g., maps, art prints, globes, vertical file material, and games
+ microcomputer software

p3 Box E2 **Add the amounts reported in the box marked Library Print Materials Expenditures Subtotal and on line E2b (Library Non-Print and Additional Materials) and place the total to the right in Box E2 labeled "Total Materials Expenditures."**

p3 E3 **Other Operating Expenditures**

Include expenditures and encumbrances:
+ from income reported in C1-10
+ for all purposes other than salaries and materials
+ for items such as the following, for example:
maintenance of plant; electricity
telephone and telecommunications
equipment and film rentals

equipment maintenance contracts
annual network and consortium membership fees
supplies, postage; binding and rebinding
fees for speakers; pension and fringe benefit costs
creation of machine-readable records

Exclude - expenditures and encumbrances from income reported in D1a-e (Capital Programs and Outlays) above

p3 Box E3 Place the amount to the right in Box E3 labeled "Other Operating Expenditures."

p3 Box E Total Operating Expenditures

Add Boxes E1, E2, and E3 and place the total to the right in Box E labeled "Total Operating Expenditures."

HOLDINGS AND CIRCULATION INFORMATION

A & B should be for FY87 (July 1, 1986 and June 30, 1987). If data are for another 12-month period, please give inclusive dates here _____

A. HOLDINGS FOR FY87

1. LIBRARY PRINT MATERIALS
   - a. Volumes Owned.....
   - b. Volumes of Bound Periodicals.....
   - c. Periodical Subscriptions Rec'd.....
   - d. Physical Units of Microforms.....
2. LIBRARY NON-PRINT & ADDITIONAL MATERIALS
   - a. Audio Recordings.....LP records_____ + compact discs_____ + audio cassettes_____ =
   - b. Films 8mm.....
   - c. Films 16mm.....
   - d. Filmstrips.....
   - e. Slide Sets.....
   - f. Video Recordings.....videodiscs_____ + video cassettes_____ =
   - g. Multi-media Kits.....
   - h. Framed Art Prints.....
   - i. Other.....

TOTAL A

B. CIRCULATION FOR FY87 (Including Non-Resident)

1. LIBRARY PRINT MATERIALS
   - a. Direct Circulation to Users.....
   - b. Circulation from other Libraries to Users (ILL).....
   - c. Circulation to other Libraries (ILL).....
2. LIBRARY NON-PRINT & ADDITIONAL MATERIALS
   - a. Audio Recordings.....LP records_____ + compact discs_____ + audio cassettes_____ =
   - b. Films 8mm.....
   - c. Films 16mm.....
   - d. Filmstrips.....
   - e. Slide Sets.....
   - f. Video Recordings.....videodiscs_____ + video cassettes_____ =
   - g. Multi-media Kits.....
   - h. Framed Art Prints.....
   - i. Other.....

TOTAL B

C. CIRCULATION (NON-RESIDENT ONLY)

1. Number of items of all types circulated to non-residents of the municipality from January 1, 1987 through June 30, 1987 was:_____.
2. Total circulation of the library from January 1, 1987 through June 30, 1987 was:_____.
3. If revised, number of items of all types circulated to non-residents of the municipality from July 1, 1986 through December 31, 1986 was:_____.

ANNUAL REPORT INFORMATION SURVEY INSTRUCTIONS

PAGE FOUR: HOLDINGS AND CIRCULATION INFORMATION

A1 **FY87 HOLDINGS: LIBRARY PRINT MATERIALS**

A1a **Volumes Owned:** Count one for each volume (i.e. physical unit, either hard or soft bound) owned by the library in its catalogued collection of books and related printed materials catalogued or processed in the same manner as books.

A1b **Volumes of Bound Periodicals:** Count, according to the method used in your library, the number of volumes of hardbound periodicals owned by the library. Report "0" if the library does not own any volumes of bound periodicals.

A1c **Periodical Subscriptions Received:** Count one for each title, excluding duplicate subscriptions.

A1d **Physical Units of Microforms:** Count one for each roll of microfilm or each card of microfiche.

A2 **FY87 HOLDINGS: LIBRARY NON-PRINT & ADDITIONAL MATERIALS:** For each of the media listed, count materials separately by title, including one for each titled part of a series. Because we did not give you notice of new data items, you are not required to break down the counts for audio recordings and video recordings by the formats listed for those media. If, however, you do have counts by those formats readily available and can provide them, the data (or an indication that the format is owned but not counted separately), will be useful for our Non-Print Media Unit. Thank you.

A2a **Audio recordings:** Please provide a total count of all audio recordings. Include, if available, a separate figure for LP records, compact discs, and audio cassettes.

A2b-c **Films 8mm and 16mm:** Count only those owned by the library.

A2d-e **Filmstrips and Slide Sets:** Include sound and silent.

A2f **Video Recordings:** Please provide a total count of all video recordings. Include, if available, a separate figure for videodiscs and cassettes, either commercially or non-commercially produced.

A2g **Multi-Media Kits:** A kit is a variety of media formats (usually a minimum of 3) gathered and integrated into a unit such that the varied components overlap and reinforce the value of each other. Count one for each kit title.

A2h **Framed Art Prints:** Include framed art prints intended for circulation. Do not include individual photographs or clippings.

A21 **Other:** Include materials not listed individually such as globes, games, puzzles, toys, realia, maps, microcomputer software, vertical file material, etc. Count one for each drawer of vertical file material; for all other items count or estimate one for each title.

Add lines A1a and A2a-h, placing the figure below on the dark line labeled "TOTAL A." Do not include lines A1b-d and A2i in the total.

B1 **FY87 CIRCULATION: LIBRARY PRINT MATERIALS**

B1a **Direct Circulation to Users:** Count one for each book or issue of a periodical lent from the collection to users, and one for each renewal, including circulation from bookmobiles operated by the library. Circulation of materials owned by the regional public library systems should also be included in this count.

B1b **Circulation from Other Libraries to Users (ILL):** Count one for each book or issue of a periodical received from another library's collection and circulated to users, and one for each renewal. This figure should reflect the interlibrary loans received by the library.

B1c **Circulation to Other Libraries (ILL):** Count one for each book or issue of a periodical loaned to another library, and one for each renewal. This figure should reflect the interlibrary loans sent by the library.

B2 **FY87 CIRCULATION: LIBRARY NON-PRINT & ADDITIONAL MATERIALS**

B2a-i Count one for each title lent from the library's own collection, or received from the regional public library systems or from another library's collection and lent to users or another library, and one for each renewal. See note re: audio recording and video recording formats in A2 FY87 Holding above.

Add lines B1a-c and B2a-h, placing the figure below on the dark line labeled "TOTAL B." Do not include line B2i in the total.

C. **CIRCULATION (NON-RESIDENT ONLY)**

This section asks for data concerning direct non-resident circulation and continues a request initially made in January, 1987. Exclude interlibrary loans from responses to questions 1 and 3. Answer question 3 only if you want to revise the figure previously reported to the agency. This is an opportunity for those library directors who have asked to revise, primarily by excluding interlibrary loans, the figure they originally submitted for July 1, 1986 through December 31, 1986 to do so.

If you have any questions, please call the Planning and Research Unit staff at 1-800-952-7403 or 267-9400

Municipal Index to Population Groups

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
ABINGTON	IV	BARNSTABLE	V	BOYLSTON	II
ACTON	IV	BARRE	II	BRAINTREE	V
ACUSHNET	III	BECKET	I	BREWSTER	III
ADAMS	IV	BEDFORD	IV	BRIDGEWATER	IV
AGAWAM	V	BELCHERTOWN	III	BRIMFIELD	II
ALFORD	I	BELLINGHAM	IV	BROCKTON	VI
AMESBURY	IV	BELMONT	V	BROOKFIELD	II
AMHERST	V	BERKLEY	II	BROOKLINE	VI
ANDOVER	V	BERLIN	II	BUCKLAND	I
ARLINGTON	V	BERNARDSTON	I	BURLINGTON	IV
ASHBURNHAM	II	BEVERLY	V	CAMBRIDGE	VI
ASHBY	II	BILLERICA	V	CANTON	IV
ASHFIELD	I	BLACKSTONE	III	CARLISLE	II
ASHLAND	IV	BLANDFORD	I	CARVER	III
ATHOL	IV	BOLTON	II	CHARLEMONT	I
ATTLEBORO	V	BOSTON	VII	CHARLTON	III
AUBURN	IV	BOURNE	IV	CHATHAM	III
AVON	II	BOXBOROUGH	II	CHELMSFORD	V
AYER	III	BOXFORD	III	CHELSEA	V

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
CHESHIRE	II	DOUGLAS	II	FALMOUTH	V
CHESTER	I	DOVER	II	FITCHBURG	V
CHESTERFIELD	I	DRACUT	IV	FLORIDA	I
CHICOPEE	VI	DUDLEY	III	FOXBOROUGH	IV
CHILMARK	I	DUNSTABLE	I	FRAMINGHAM	VI
CLARKSBURG	I	DUXBURY	IV	FRANKLIN	IV
CLINTON	IV	EAST BRIDGEWATER	IV	FREETOWN	III
COHASSET	III	EAST BROOKFIELD	I	GARDNER	IV
COLRAIN	I	EAST LONGMEADOW	IV	GAY HEAD	I
CONCORD	IV	EASTHAM	II	GEORGETOWN	III
CONWAY	I	EASTHAMPTON	IV	GILL	I
CUMMINGTON	I	EASTON	IV	GLOUCESTER	V
DALTON	III	EDGARTOWN	II	GOSHEN	I
DANVERS	IV	EGREMONT	I	GOSNOLD	I
DARTMOUTH	IV	ERVING	I	GRAFTON	IV
DEDHAM	IV	ESSEX	II	GRANBY	III
DEERFIELD	II	EVERETT	V	GRANVILLE	I
DENNIS	IV	FAIRHAVEN	IV	GREAT BARRINGTON	III
DIGHTON	III	FALL RIVER	VI	GREENFIELD	IV

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
GROTON	III	HOLDEN	IV	LEOMINSTER	V
GROVELAND	III	HOLLAND	I	LEVERETT	I
HADLEY	II	HOLLISTON	IV	LEXINGTON	V
HALIFAX	III	HOLYOKE	V	LEYDEN	I
HAMILTON	III	HOPEDALE	II	LINCOLN	III
HAMPDEN	II	HOPKINTON	III	LITTLETON	III
HANCOCK	I	HUBBARDSTON	I	LONGMEADOW	IV
HANOVER	IV	HUDSON	IV	LOWELL	VI
HANSON	III	HULL	III	LUDLOW	IV
HARDWICK	II	HUNTINGTON	I	LUNENBURG	III
HARVARD	IV	IPSWICH	IV	LYNN	VI
HARWICH	III	KINGSTON	III	LYNNFIELD	IV
HATFIELD	II	LAKEVILLE	III	MALDEN	VI
HAVERHILL	V	LANCASTER	III	MANCHESTER	III
HAWLEY	I	LANESBOROUGH	II	MANSFIELD	IV
HEATH	I	LAWRENCE	VI	MARBLEHEAD	IV
HINGHAM	IV	LEE	III	MARION	II
HINSDALE	I	LEICESTER	III	MARLBOROUGH	V
HOLBROOK	IV	LENOX	III	MARSHFIELD	IV

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
MASHPEE	II	MONSON	III	NORTH ANDOVER	IV
MATTAPOISETT	III	MONTAGUE	III	NORTH ATTLEBOROUGH	IV
MAYNARD	III	MONTEREY	I	NORTH BROOKFIELD	II
MEDFIELD	IV	MONTGOMERY	I	NORTH READING	IV
MEDFORD	VI	MOUNT WASHINGTON	I	NORTHAMPTON	V
MEDWAY	III	NAHANT	II	NORTHBOROUGH	IV
MELROSE	V	NANTUCKET	III	NORTHBRIDGE	IV
MENDON	II	NATICK	V	NORTHFIELD	II
MERRIMAC	II	NEEDHAM	V	NORTON	IV
METHUEN	V	NEW ASHFORD	I	NORWELL	III
MIDDLEBOROUGH	IV	NEW BEDFORD	VI	NORWOOD	V
MIDDLEFIELD	I	NEW BRAINTREE	I	OAK BLUFFS	II
MIDDLETON	II	NEW MARLBOROUGH	I	OAKHAM	I
MILFORD	IV	NEW SALEM	I	ORANGE	III
MILLBURY	IV	NEWBURY	III	ORLEANS	III
MILLIS	III	NEWBURYPORT	IV	OTIS	I
MILLVILLE	I	NEWTON	VI	OXFORD	IV
MILTON	V	NORFOLK	III	PALMER	IV
MONROE	I	NORTH ADAMS	IV	PAXTON	II

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
PEABODY	V	REVERE	V	SHEFFIELD	II
PELHAM	I	RICHMOND	I	SHELBURNE	I
PEMBROKE	IV	ROCHESTER	II	SHERBORN	II
PEPPERELL	III	ROCKLAND	IV	SHIRLEY	III
PERU	I	ROCKPORT	III	SHREWSBURY	IV
PETERSHAM	I	ROWE	I	SHUTESBURY	I
PHILLIPSTON	I	ROWLEY	II	SOMERSET	IV
PITTSFIELD	VI	ROYALSTON	I	SOMERVILLE	VI
PLAINFIELD	I	RUSSELL	I	SOUTH HADLEY	IV
PLAINVILLE	III	RUTLAND	II	SOUTHAMPTON	II
PLYMOUTH	V	SALEM	V	SOUTHBOROUGH	III
PLYMPTON	II	SALISBURY	III	SOUTHBRIDGE	IV
PRINCETON	II	SANDISFIELD	I	SOUTHWICK	III
PROVINCETOWN	II	SANDWICH	IV	SPENCER	IV
QUINCY	VI	SAUGUS	V	SPRINGFIELD	VII
RANDOLPH	V	SAVOY	I	STERLING	III
RAYNHAM	III	SCITUATE	IV	STOCKBRIDGE	II
READING	IV	SEEKONK	IV	STONEHAM	IV
REHOBOTH	III	SHARON	IV	STOUGHTON	V

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
STOW	III	WAKEFIELD	V	WEST NEWBURY	II
STURBRIDGE	III	WALES	I	WEST SPRINGFIELD	V
SUDBURY	IV	WALPOLE	IV	WEST STOCKBRIDGE	I
SUNDERLAND	II	WALTHAM	VI	WEST TISBURY	I
SUTTON	III	WARE	III	WESTBOROUGH	IV
SWAMPSCOTT	IV	WAREHAM	IV	WESTFIELD	V
SWANSEA	IV	WARREN	II	WESTFORD	IV
TAUNTON	V	WARWICK	I	WESTHAMPTON	I
TEMPLETON	III	WASHINGTON	I	WESTMINSTER	III
TEWKSBURY	IV	WATERTOWN	V	WESTON	IV
TISBURY	II	WAYLAND	IV	WESTPORT	IV
TOLLAND	I	WEBSTER	IV	WESTWOOD	IV
TOPSFIELD	III	WELLESLEY	V	WEYMOUTH	VI
TOWNSEND	III	WELLFLEET	II	WHATELY	I
TRURO	I	WENDELL	I	WHITMAN	IV
TYNGSBOROUGH	III	WENHAM	II	WILBRAHAM	IV
TYRINGHAM	I	WEST BOYLSTON	III	WILLIAMSBURG	II
UPTON	II	WEST BRIDGEWATER	III	WILLIAMSTOWN	III
UXBRIDGE	III	WEST BROOKFIELD	II	WILMINGTON	IV

Municipality	Pop. Group	Municipality	Pop. Group	Municipality	Pop. Group
WINCHENDON	III				
WINCHESTER	IV				
WINDSOR	I				
WINTHROP	IV				
WOBURN	V				
WORCESTER	VII				
WORTHINGTON	I				
WRENTHAM	III				
YARMOUTH	IV				